

DEFENSE LOGISTICS AGENCY

AFFIRMATIVE EMPLOYMENT PROGRAM PLAN FOR MINORITIES AND WOMEN

ACCOMPLISHMENT REPORT FISCAL YEAR 2002

and

PLAN UPDATE FISCAL YEAR 2003



***8725 JOHN J. KINGMAN ROAD, SUITE 1119
FORT BELVOIR, VIRGINIA 22060-6221***

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2002

PLAN UPDATE FOR FISCAL YEAR 2003

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*Professional, Administrative, Technical, Clerical, Other, and Blue Collar

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* Charts B (Workforce By Component) and E (Workforce Distribution by White Collar Grade) are not required by the Equal Employment Opportunity Commission for this reporting period; therefore, they are not included in this report. See Attachment 3 for Workforce Distribution by Pay Level – White Collar and Blue Collar for Chart E information.

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

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EXECUTIVE SUMMARY

The Defense Logistics Agency (DLA) strongly supports and is committed to accomplishing the objectives of the Agency's Equal Employment Opportunity (EEO) and Affirmative Employment Programs (AEP). We will continue to capitalize on the use of the AEP Plan as the driving force behind our efforts to achieve our ultimate EEO objective of a diverse workforce, free of discriminatory acts and practices.

DLA has undertaken a major change in its operation and supporting technology. Business Systems Modernization is DLA's corporate initiative to replace legacy operational systems with an enterprise model of integrated systems and business practices. This modernization effort will result in enhanced responsiveness and efficiency in our support to the warfighter, but it will also necessitate new skills for its workforce. Identification of these skills and training employees to meet the Agency's needs are essential management and human resources tasks that must be reinforced by a robust EEO Program.

One of the values contained within the DLA Strategic Plan (2002-2007) is "People . . . care for our people, our community, and our environment – their safety and their diversity." Another is "Trust . . . fostering relationships based on honesty, credibility, respect, and fairness." The Agency's EEO Program, in partnership with Human Resources (HR), plays a vital role in creating a corporate culture with the values and norms, identified in our Strategic Plan, that will improve the way we work, interact with customers, learn, and adapt to a changing environment. One of DLA's goals is to ensure that our workforce is enabled and empowered to deliver and sustain logistics excellence. A strategy to be used to measure whether the Agency has succeeded in achieving this goal is to achieve an inclusive workforce representative of all segments of society using the Parity Index (PI). One of the first initiatives developed at the corporate level to address this goal is a recruitment program focused on the underrepresentation of Hispanics in our workforce. It is called **Recruitment, Employment, and Advancement for Latinos (REAL)**. The **REAL** program is the first of multiple initiatives intended to achieve an inclusive workforce. To date, DLA has targeted and partnered with over 14 Hispanic serving universities and recruited extensively at each location. The second phase of the hiring initiatives is **Leveraging Efforts for African-American Progression (LEAP)**. This initiative is focused on increasing African-American representation

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EXECUTIVE SUMMARY – PAGE 2

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in the GS 13-15 and Senior Executive Service (SES) levels throughout DLA. The third phase of the hiring initiative will be **FOR Women's Advancement and Recognition at DLA (FORWARD)**. Phase two and phase three of the hiring initiatives are being researched and developed by a DLA working group made up of representatives from DLA Headquarters and DLA Field Activities.

DLA's EEO Program comprises the resources and structure to provide its workforce with analysis and goals for actions to enhance diversity and methods to improve work relationships. Each DLA Major Operating Command (MOC) has an aggressive EEO Program as required by the U.S. Equal Employment Opportunity Commission's Regulations, at Title 29 of the Code of Federal Regulations, Part 1614, and the Department of Defense (DoD) Directive 1440.1. Heads of MOCs continue to allocate the necessary resources to ensure EEO responsibilities are accomplished in an acceptable manner, to include the appointment of Special Emphasis Program Managers (SEPM) and other supporting personnel and/or groups. The importance of incorporating Special Emphasis Program (SEP) initiatives in the total EEO Program efforts was emphasized in a policy statement from the Director of DLA on February 12, 1998.

The DLA **C**orporate **W**orkforce **M**anpower **R**eporting (CRMR) system, an online report generator that produces various workforce reports, is now considered a legacy system and is scheduled to end as of September 30, 2003. In addition to the report stated above, all current CRMR reports will be converted to a Business Objects format. In the interim, an Agency-wide separation report can be programmed into the Automated Civilian Personnel Databank (ACPDB) and run as needed. ACPDB is also a legacy system and is scheduled to end by September 30, 2003. However, an effort is underway to convert all existing data and reports into a Business Objects format by the end of Fiscal Year (FY) 2003.

As the DLA workforce increases its diversity and our organization's technology evolves, our work environments are changing significantly. These profound changes necessitate an enhanced focus upon how we acquire and retain our employees as well as accurately analyzing the workforce composition by group. A summary of our workforce analysis follows.

During FY 02, there was a net change of 940 employees. Minorities represented 227 of the reductions (24.2 percent), Blacks represented 199 of the reductions (21.2 percent), Hispanics represented 61 of the reductions (6.5 percent), and women represented 352 of the reductions (37.4 percent).

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EXECUTIVE SUMMARY – PAGE 3

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At the end of FY 02, the DLA workforce stood at approximately 22,822 employees. Our statistical analysis revealed the representation of women increased from 42.2 percent in FY 01 to 42.4 percent in FY 02. Further analysis revealed the representation of minorities increased from 30.4 percent in FY 01 to 30.9 percent in FY 02. Minorities are above their national Civilian Labor Force (CLF) representation of 22.1 percent; while for the eighth consecutive year, women remain below their representation in the available CLF (45.7 percent). The representation of minorities in high-grade positions (GS-13-15 and wage grade equivalents) increased with a PI of 82 in FY 02. The PI for Hispanics overall increased with a PI of 60 for FY 02. The representation of Hispanics in high grades decreased with a PI of 24. An increase was also recorded in the representation of Hispanics in middle grades (GS-9-12 and wage grade equivalents) to a PI of 36.

By taking advantage of the Hispanic Association of Colleges and Universities (HACU) National Internship Program, DLA hired one student from this program. DLA is combating underrepresentation by our committed participation in the program.

We have seen a steady rise in the representation of women overall in middle grade positions over the past years; however, as noted above, the overall representation of women still falls short (42.4 percent) of their representation in the CLF (45.7 percent).

Our most populous category was the administrative category. In this Professional, Administrative, Technical, Clerical, Other, and Blue Collar (PATCOB) category, White, Hispanic, and Asian/Pacific females are underrepresented. Hispanic and Asian/Pacific males are also underrepresented.

However, DLA continues to address the new action items/initiatives targeted in this plan update to include the following: (1) enhancing EEO efforts in the recruitment of qualified women and minority applicants (Program Element IV: Recruitment and Hiring); (2) ensuring appropriate training opportunities are available to employees at all grade levels and in all occupational areas (Program Element V: Employee Development); (3) ensuring opportunities for promotion are available to employees at all grade levels and in all occupational areas (Program Element VI: Promotions); and (4) ensuring employee separations are conducted fairly and in a nondiscriminatory manner (Program Element VII: Separations).

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EXECUTIVE SUMMARY – PAGE 4

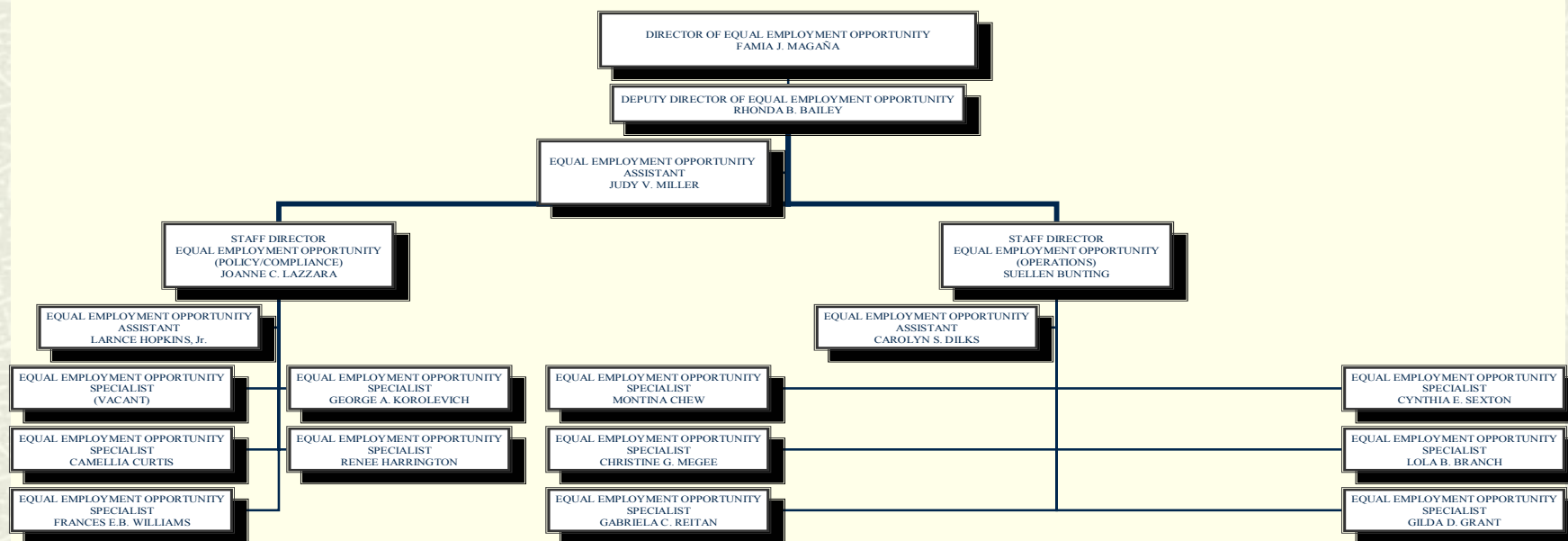
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Significant progress was made in FY 02 toward expansion of DLA Leadership Development Programs. The general framework developed in FY 02 will be further defined in FY 03, with implementation of various components to begin October 2003. The DLA Corporate Intern Program team, in coordination with the Customer Support Office-Columbus and the DLA Corporate Recruiter, developed a strategy to increase representation of minorities and women in the Program. This strategy included identifying and training a diverse pool of Corporate Recruiters and targeting colleges and events that focused on the targeted underrepresented population. The benefit of this approach is that the Agency has identified high potential candidates while expanding the diversity of the Corporate Intern Program.

A climate survey took place during the first and second quarters of FY 02 and was used as a measurement tool for assessing overall employee morale and job satisfaction. It was also used to support several metrics in DLA's Balanced Scorecard. Data were compared to previous years to determine areas of strength and those areas in which DLA needed improvement. Subsequent action plans were developed for new initiatives to improve DLA in those areas.

**DLA ORGANIZATION CHART OMITTED FROM THIS
PRINTING. (Contact DLA Corporate EEO Office at
(703) 767-1100 for copy of chart)**

DLA Corporate Equal Employment Opportunity Office





**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD, SUITE 2533
FORT BELVOIR, VIRGINIA 22060-6221**

IN REPLY
REFER TO DO

OCT 17 2001

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY (DLA) EMPLOYEES

SUBJECT: Policy Statement – Equal Employment Opportunity

Equal employment opportunity (EEO) is the law of our country and gives us strength as a Nation. I fully support our EEO program and expect that everyone at DLA will contribute to its success. Each of us has the responsibility to maintain a work environment that is free of discrimination and that enables us to achieve our highest potential. This will keep DLA an employer of choice and enable us to support the warfighter effectively.

As Director of DLA, I want to lead a team of committed professionals who are trained and ready for their duties. This means that all supervisors and managers must ensure that our employees get and maintain skills to accomplish our mission. We must counsel and mentor all of our employees to enable them to develop themselves fully. We should also recognize our employees' accomplishments through awards, details, and opportunities for advancement. Every personnel action should be based upon merit and without bias or prejudice.

Our recruitment and selection processes must be fair even as we strive to develop our workforce to reflect our Nation's diversity. We will encourage and support consideration for selection of those individuals with disabilities whose qualifications meet our mission needs, and we will expand our recruitment sources, as appropriate, to ensure we have the highest quality of candidates available.

My vision for DLA includes workplaces of opportunity for success in which mutual respect is basic and appreciation for our diverse backgrounds and cultures abounds. Together we can realize equality of opportunity for us all.

KEITH W. LIPPERT
Vice Admiral, SC, USN
Director





**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD, SUITE 2533
FORT BELVOIR, VIRGINIA 22060-6221**

IN REPLY
REFER TO DO

OCT 25 2001

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY (DLA) EMPLOYEES

SUBJECT: Policy Statement – Military and Civilian Environment Free of Sexual Harassment

Sexual harassment in any form will not be tolerated within DLA. Our personnel deserve and will receive the best working environments we can provide, and this includes freedom from sexual harassment. I expect us to demonstrate respect for one another and to honor the dignity of each person with whom we come into contact throughout DLA.

Please read and understand how we define sexual harassment. Our definition is from Title 29 of the Code of Federal Regulations, Part 1604.11, and is as follows: "... Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such an individual; or (3) such conduct has the purpose or effect or . . . interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment."

If you believe someone is sexually harassing you, you should report it as soon as possible to your first- or second-level supervisor, an appropriate EEO official, or your commanding officer. If you are not an employee or military member of DLA, you should contact the EEO office for appropriate referral.

All supervisors and managers should discuss this policy with their employees and military members and assure them they will not suffer acts of reprisal for reporting sexual harassment. Leaders should make sure that everyone understands what sexual harassment really is through discussion, training, and prompt posting of this memorandum. Offenders found guilty of sexual harassment should know they will receive strong disciplinary action.



We cannot effectively serve the warfighter if our organizations and people are suffering from the indignities and loss of productivity associated with sexual harassment. Such behavior is illegal and counterproductive, and I have zero tolerance for it. We will not compromise DLA's mission and the effectiveness of our team members with such conduct.

A handwritten signature in black ink, appearing to read 'K. Lippert'.

KEITH W. LIPPERT
Vice Admiral, SC, USN
Director



DEFENSE LOGISTICS AGENCY
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FORT BELVOIR, VIRGINIA 22060-6221

OCT 3 2001

IN REPLY DO
REFER TO

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY EMPLOYEES

SUBJECT: Policy Statement Prohibiting Religious and National Origin Discrimination

In light of the recent tragic events, all employees should be alert to instances of harassment or intimidation against Arab-American and Muslim employees. I encourage all DLA personnel to promote tolerance and guard against unlawful workplace discrimination based on national origin and religion.

Title VII of the Civil Rights Act of 1964 prohibits discrimination in employment on the basis of race, color, religion, national origin, sex, and retaliation for filing a complaint. Title VII precludes workplace bias based on the following:

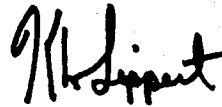
- Religion, ethnicity, birthplace, culture, or linguistic characteristics;
- Marriage or association with persons of a national origin or religious group;
- Membership or association with specific ethnic or religious groups;
- Physical, linguistic or cultural traits closely associated with a national origin group, for example, discrimination because of a person's physical features or traditional Arab style of dress; and,
- Perception or belief that a person is a member of a particular national origin group, based on the person's speech, mannerisms, or appearance.

All of us are justly outraged at the destruction and loss of life in New York, Washington, DC, and Pennsylvania. However, racial slurs and harassment against innocent people based solely on their religion or national origin only compounds hatred and must not be condoned or tolerated.

Any employee who is a victim of harassment or intimidation based on religion, national origin, or ethnicity, and any employee who witnesses such discrimination should report the incident to their manager immediately. Managers who need assistance in taking swift, appropriate action to combat discrimination can contact their Equal Employment Manager (EEM). EEMs and Equal Employment Opportunity Counselors are also available to managers and employees to provide guidance and counseling concerning this matter.



It is DLA policy to promote and maintain an environment of mutual respect and dignity for all employees. I am counting on every employee to ensure that DLA's mission is not compromised by unprofessional behavior and discrimination, especially during this time when successfully accomplishing our mission is crucial. Together we can make it happen.



KEITH W. LIPPERT
Vice Admiral, SC, USN
Director

***CERTIFICATION OF
QUALIFICATIONS OF EEO OFFICIALS***

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN
MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN
ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2002
PLAN UPDATE FOR FISCAL YEAR 2003

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CERTIFICATION OF QUALIFICATIONS OF EEO OFFICIALS

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I CERTIFY THAT THE QUALIFICATIONS OF ALL STAFF OFFICIALS,
FULL-TIME OR PART-TIME, RESPONSIBLE FOR THE ADMINISTRATION OF THE
EQUAL EMPLOYMENT OPPORTUNITY PROGRAM AND AFFIRMATIVE
EMPLOYMENT PROGRAM HAVE BEEN REVIEWED BY COMPETENT AUTHORITY,
AND INCUMBENTS OF THESE POSITIONS MEET STANDARDS OUTLINED IN THE
QUALIFICATIONS STANDARDS FOR GENERAL SCHEDULE POSITIONS MANUAL.

APR 28

(DATE)



KEITH W. LIPPERT
VICE ADMIRAL, SC, USN
DIRECTOR



***AFFIRMATIVE EMPLOYMENT PROGRAM
(AEP) ACCOMPLISHMENT REPORT
COVER SHEET***

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN
ANNUAL AFFIRMATIVE EMPLOYMENT PROGRAM ACCOMPLISHMENT REPORT
FOR FISCAL YEAR 2002

-
- SUMMARY ANALYSIS OF WORKFORCE
 - ACCOMPLISHMENT REPORTS ON OBJECTIVES AND ACTION ITEMS
 - NOTEWORTHY ACTIVITIES AND INITIATIVES
-

DEFENSE LOGISTICS AGENCY

NAME OF ORGANIZATION

8725 JOHN J. KINGMAN ROAD, SUITE 2533
FORT BELVOIR, VIRGINIA 22060-6221

ADDRESS OF ORGANIZATION

ORGANIZATIONAL LEVEL: AGENCY X MOC REGION
COMMAND INSTALLATION HEADQUARTERS

NUMBER OF EMPLOYEES COVERED BY PLAN: TOTAL = 22,822
PROFESSIONAL = 798 ADMINISTRATION = 11,932 TECHNICAL = 2,092
CLERICAL = 1,747 OTHER = 389 BLUE COLLAR = 5,864

JOANNE C. LAZZARA

NAME OF CONTACT PERSON

(703) 767-1100

TELEPHONE NUMBER

for FAMIA J. MAGAÑA, DIRECTOR OF
EQUAL EMPLOYMENT OPPORTUNITY

NAME AND TITLE OF PRINCIPAL EEO OFFICIAL

(703) 767-1100

TELEPHONE NUMBER

[Signature]

SIGNATURE OF PRINCIPAL EEO OFFICIAL

CERTIFIES THAT THIS REPORT IS IN COMPLIANCE WITH EEOC-MD-714

4/10/03

DATE

KEITH W. LIPPERT, VICE ADMIRAL, SC, USN
DIRECTOR, DEFENSE LOGISTICS AGENCY

NAME AND TITLE OF HEAD OF ORGANIZATION OR DESIGNATED OFFICIAL

(703) 767-5200

TELEPHONE NUMBER

[Signature]

SIGNATURE OF HEAD OF ORGANIZATION OR DESIGNATED OFFICIAL

CERTIFIES THAT THIS REPORT IS IN COMPLIANCE WITH EEOC-MD-714 EEOC

APR 28

DATE

FORM 568 (8/87)

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2002

PLAN UPDATE FOR FISCAL YEAR 2003

SUMMARY ANALYSIS OF WORKFORCE

A summary analysis of the Defense Logistics Agency (DLA) workforce was conducted of the representation of Equal Employment Opportunity (EEO) groups in Professional, Administrative, Technical, Clerical, Other, and Blue Collar (PATCOB) categories, by grade groupings and major occupations, as compared to their representation in the national CLF. A review was also conducted of the progress made toward the achievement of our DLA-wide Parity Index (PI) goals that are based on the same principle of CLF comparisons within Metropolitan Statistical Areas.

DLA reduced its workforce by 940 employees during FY 02. Minorities represented 227 of the reductions (24.2 percent), and women represented 352 (37.4 percent) of the total reduced workforce. However, in spite of these reductions, DLA remains committed to maintaining an equitable and diversified workforce and will continue to seek ways to maintain a well-balanced team. Statistical data for FY 02 revealed the following:

a. PATCOB (See Chart H1)

The analysis revealed that the following categories are underrepresented in the specified groups:

Professional – White, Hispanic, Asian/Pacific, and Native American women

Administrative – White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men

Technical – White and Hispanic women; Hispanic and Asian/Pacific men

Clerical – White and Hispanic women; Hispanic men

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SUMMARY ANALYSIS OF WORKFORCE - PAGE 2

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Other – White and Native American women; Native American men

Blue Collar – White and Hispanic women; Hispanic men

Severe underrepresentation exists in the following categories and EEO groups:

Professional – Native American women

Other – Native American women

Major Occupations

The underrepresentation of White, Hispanic, and Asian/Pacific women and Native American men, Agency-wide, in major occupational PATCOB categories and occupational series has been identified as an undesirable condition. To overcome this condition Agency-wide, we rely on parity goals established by DLA Major Operating Commands (MOC) and other non-numeric initiatives to address systemic issues.

b. Grade Groupings

	Overall PI		Middle Grade PI		High Grade PI	
	FY 01	FY 02	FY 01	FY 02	FY 01	FY 02
All Minorities	100+	100+	100+	100+	80	82
Hispanics	55	60	32	36	27	24
Women	92	94	100+	100+	75	88

Parity Index (PI)

The underrepresentation of women and Hispanics overall; Hispanics in middle and high-grade positions; and women in high-grade positions has also been identified as an undesirable condition. In addition to the specific goals established by DLA MOCs to help overcome underrepresentation in these areas, progress in DLA is tracked through monitoring DLA's nine major PI goals. Parity Index goals are based on the same principle used to compute "underrepresentation indices" using applicable CLF data. The PI goal for each category is 100. The PI chart above shows the representation of Minorities, Hispanics and Women overall, in middle and high-grade positions at the end of FY 01 compared to the end of FY 02.

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SUMMARY ANALYSIS OF WORKFORCE - PAGE 3

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The PI for Hispanics increased by 5 overall to 60 in FY 02. In the middle grades, a PI of 32 in FY 01 decreased in FY 02 to a PI of 36. In the high grades, a PI of 27 for Hispanics decreased by 3 in FY 02 to a PI of 24.

The PI for women increased by 2 overall to 94 in FY 02. In the middle grades, a PI for women remained at (100+). In the high grades, the PI for women increased by 13 to 88 in FY02.

Overall and in the middle grades, the PI for all minorities remained at or above parity in FY 02. In the high grades, the PI for all minorities increased by 2 in FY 02 to a PI of 82.

c. The following is a summary of EEO groups by grade groupings shown in percentages:

	<u>Senior Executive Service & 16-18</u>	<u>GS-13-15</u>	<u>GS-9-12</u>	<u>GS-5-8</u>	<u>GS-1-4</u>
White men	66.7	51.3	38.8	27.1	25.9
White women	24.2	31.6	34.6	35.3	33.8
Black men	0.3	4.6	7.4	7.8	12.5
Black women	0.6	6.6	13.4	19.0	19.0
Hispanic men	0.0	1.7	1.5	2.6	2.3
Hispanic women	0.0	0.9	1.3	5.6	3.3
Asian men	0.0	1.6	1.1	1.4	1.0
Asian women	0.0	0.8	1.0	2.0	1.2
American Indian men	0.0	0.6	0.5	0.3	0.8
American Indian women	0.0	0.2	0.5	0.8	0.4

Due to ongoing changes in the make up of the DLA workforce, we continue to conduct in-depth statistical analyses of major occupational series and PATCOB categories

d. Distribution of EEO Groups and Comparison by PATCOB and Major Occupations. EEOC Forms 569 and 570 show distribution and comparisons of EEO groups by PATCOB and major occupations using national CLF data. (Charts H1 and H2)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 1)

Change in Work Force EEO Profile by Major Occupations

Defense Logistics Agency (FY 02)

Job Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-0028 New	194	110	41	12	6	10	4	5	2	4	0
Admin. Old	209	111	46	16	7	11	4	7	3	4	0
Change:	-15	-1	-5	-4	-1	-1	0	-2	-1	0	0
GS-0083 New	214	135	11	42	3	13	1	7	0	2	0
Other. Old	162	112	5	33	2	5	1	3	0	1	0
Change:	+52	+23	+6	+9	+1	+8	0	+4	0	+1	0
GS-0201 New	407	105	207	17	45	6	14	0	8	2	3
Admin. Old	292	72	163	11	26	6	5	0	5	0	4
Change:	+115	+33	+44	+6	+19	0	+9	0	+3	+2	-1
GS-0301 New	1,449	682	442	96	153	22	21	7	14	10	2
Admin. Old	1,464	714	455	91	124	24	17	8	15	12	4
Change:	-15	-32	-13	+5	+29	-2	+4	-1	-1	-2	-2
GS-0303 New	972	279	313	94	148	50	33	20	21	5	9
Clerical Old	1,121	333	363	110	152	62	39	22	27	5	8
Change:	-149	-54	-50	-16	-4	-12	-6	-2	-6	0	+1
GS-0318 New	289	1	158	1	57	0	14	0	4	0	3
Clerical Old	289	1	197	1	68	0	12	0	5	0	5
Change:	-51	0	-39	0	-11	0	+2	0	-1	0	-2
GS-0334 New	431	214	157	19	29	1	2	4	3	2	0
Admin. Old	1,287	642	399	85	95	9	11	19	18	3	6
Change:	-856	-428	-242	-66	-66	-8	-9	-15	-15	-1	-6

Source Data: CRAMER - EEOC Form 505A (As of: September 30, 2002 vs September 30, 2001). (Pg. 1)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 1)
Change in Work Force EEO Profile by Major Occupations
Defense Logistics Agency (FY 02)

Job Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-0343 New Admin. Old	777 815	216 239	394 413	31 35	96 90	10 13	14 10	0 0	8 9	1 1	7 5
Change:	-38	-23	-19	-4	+6	-3	+4	0	-1	0	+2
GS-0344 New Clerical Old	199 195	14 16	133 121	5 4	41 47	0 0	4 2	0 1	1 2	0 0	1 2
Change:	+4	-2	+12	+1	-6	0	+2	-1	-1	0	-1
GS-0501 New Admin. Old	161 134	41 35	82 73	9 8	15 11	4 0	3 0	4 4	2 2	1 1	0 0
Change:	+27	+6	+9	+1	+4	+4	+3	0	0	0	0
GS-0560 New Admin. Old	117 113	20 19	74 70	2 1	18 18	1 1	0 1	0 0	1 2	0 0	1 1
Change:	-30	+1	+4	+1	0	0	-1	0	-1	0	0
GS-0855 New Admin. Old	173 173	125 124	6 6	6 6	0 0	5 6	0 0	25 25	5 5	1 1	0 0
Change:	0	+1	0	0	0	-1	0	0	0	0	0
GS-0905 New Prof. Old	108 109	58 58	38 39	2 2	7 7	1 1	0 0	0 0	2 2	0 0	0 0
Change:	-1	0	-1	0	0	0	0	0	0	0	0
GS-1101 New Admin. Old	424 466	180 198	131 158	34 32	50 55	10 9	8 6	3 2	2 2	5 3	1 1
Change:	-42	-18	-27	+2	-5	+1	+2	+1	0	+2	0
GS-1102 New Admin. Old	2,123 2,050	565 549	867 890	128 110	475 438	21 12	34 19	7 7	19 18	1 2	6 5
Change:	+73	+16	-23	+18	+37	+9	+15	0	+1	-1	+1
GS-1104 New Admin. Old	423 443	192 200	121 130	26 27	40 43	16 15	7 7	5 3	12 12	3 4	1 2
Change:	-20	-8	-9	-1	-3	+1	0	+2	0	-1	-1

Source Data: CRAMER - EEOC Form 505A (As of: September 30, 2002 vs September 30, 2001). (Pg. 2)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 1)
Change in Work Force EEO Profile by Major Occupations
Defense Logistics Agency (FY 02)

Job Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-1106 New	396	29	172	29	153	3	3	1	3	1	2
Clerical Old	432	34	193	33	160	1	2	1	3	1	4
Change:	-36	-5	-21	-4	-7	+2	+1	0	0	0	-2
GS-1670 New	337	245	40	40	5	2	0	1	0	3	1
Admin. Old	372	282	39	40	5	2	0	1	0	3	0
Change:	-35	-37	+1	0	0	0	0	0	-1	0	+1
GS-1910 New	532	331	64	70	44	8	0	7	1	7	0
Admin. Old	534	338	67	61	47	8	1	5	1	6	0
Change:	-2	-7	-3	+9	-3	0	-1	+2	0	+1	0
GS-2001 New	796	341	292	48	75	13	8	5	3	5	6
Admin. Old	737	310	281	42	73	7	6	5	2	4	7
Change:	+48	+31	+11	+6	+2	+6	+2	0	+1	+1	-1
GS-2003 New	811	331	320	37	87	11	6	3	5	3	8
Admin. Old	873	358	342	49	82	12	8	4	6	6	6
Change:	-62	-27	-22	-12	+5	-1	-2	-1	-1	-3	+2
GS-2005 New	911	257	285	80	199	16	20	17	26	2	9
Clerical Old	1,009	274	337	91	209	15	21	20	29	2	11
Change:	-98	-17	-52	-11	-10	+1	-1	-3	-3	0	-2
GS-2010 New	858	210	286	96	217	13	16	8	5	1	6
Admin. Old	840	216	288	88	212	8	10	6	5	1	6
Change:	+18	-6	-2	+8	+5	+5	+6	+2	0	0	0
GS-2030 New	220	130	42	20	8	10	0	6	1	3	0
Admin. Old	240	141	45	24	9	9	3	6	0	3	0
Change:	-20	-11	-3	-4	-1	+1	-3	0	+1	0	0

Source Data: CRAMER - EEOC Form 505A (As of: September 30, 2002 vs September 30, 2001). (Pg. 3)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 1)
Change in Work Force EEO Profile by Major Occupations
Defense Logistics Agency (FY 02)

Job Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-2102 New Clerical Old	275 328	51 77	93 109	19 23	64 70	3 2	20 23	3 2	17 18	2 2	3 2
Change:	-53	-26	-16	-4	-6	+1	-3	+1	-1	0	+1
GS-2130 New Admin. Old	122 124	33 40	53 51	3 4	18 21	5 0	6 3	3 2	0 1	0 0	1 2
Change:	-2	-7	+2	-1	-3	+5	+3	+1	-1	0	-1
WG-4604 New Blue Collar Old	184 206	112 116	14 14	22 33	1 4	18 18	1 1	11 15	0 0	4 4	1 1
Change:	-22	-4	0	-11	-3	0	0	-4	0	0	0
WG-5352 New Blue Collar Old	107 113	84 90	0 0	8 8	0 0	10 10	0 0	3 0	1 1	1 1	0 0
Change:	-6	-6	0	0	0	0	0	0	0	0	0
WG-5703 New Blue Collar Old	227 280	144 170	6 9	47 71	2 2	17 17	0 1	4 4	0 0	7 6	0 0
Change:	-53	-26	-3	-24	0	0	-1	0	0	+1	0
WG-6901 New Blue Collar Old	327 46	213 24	34 5	48 5	21 10	6 1	0 0	2 1	2 0	1 0	0 0
Change:	+281	+189	+29	+43	11	+5	0	+1	+2	+1	0
WG-6907 New Blue Collar Old	2,151 2,328	994 1,147	177 168	452 520	151 168	177 155	21 13	139 120	14 12	22 19	4 6
Change:	-177	-153	+9	-68	-17	+22	+8	+19	+2	+3	-2
WG-6912 New Blue Collar Old	1,006 1,124	491 547	130 140	153 172	65 78	83 97	11 10	47 56	11 10	11 11	4 3
Change:	-118	-56	-10	-19	-13	-14	+1	-9	+1	0	+1
WG-7002 New Blue Collar Old	753 945	295 405	90 111	131 172	66 83	81 82	30 29	30 30	10 12	12 13	8 8
Change:	-192	-110	-21	-41	-17	-1	+1	0	-2	-1	0

Source Data: CRAMER - EEOC Form 505A (As of: September 30, 2002 vs September 30, 2001). (Pg. 4)

* Series 2210 Change Information not Available

SUMMARY ANALYSIS OF THE WORKFORCE

WORKFORCE ANALYSIS BY PATCOB

Underrepresentation was found in the following PATCOB. This information is taken from Chart H1.

<u>PATCOB Category</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
Professional	Women Overall	White, Hispanic, Asian/Pacific, and Native American women
Administrative		White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
Technical		White and Hispanic women; Hispanic men
Clerical	Women Overall	White and Hispanic women; Hispanic men
Other	Women overall	White and Native American women; Native American men
Blue Collar		White and Hispanic women; Hispanic men

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WORKFORCE ANALYSIS BY MAJOR OCCUPATION

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Underrepresentation was found in the following major occupational series. This information is taken from Chart H2.

<u>Series #</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
0028 (A)	Women overall	Women in all groups
0083 (O)	Women overall	Women in all groups
0201 (A)		Hispanic and Asian/Pacific men
0301 (A)	Women overall	White, Hispanic, Asian/Pacific, and Native American women; Hispanic and Asian/Pacific men
0303 (C)		White, Hispanic, and Native American women; Native American men
0318 (C)		Native American women; Black, Hispanic, Asian/Pacific, and Native American men
0334 (A)	Women Overall	White, Hispanic, Asian/Pacific, and Native American women; Hispanic and Asian/Pacific men
0343 (A)		Hispanic and Asian/Pacific women; Hispanic, Asian/Pacific, and Native American men

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WORKFORCE ANALYSIS BY MAJOR OCCUPATION - PAGE 2

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Underrepresentation was found in the following major occupational series. This information is taken from Chart H2.

<u>Series #</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
0344 (C)		Hispanic and Native American women; Black, Hispanic, Asian/Pacific, and Native American men
0501 (A)		Hispanic, Asian/Pacific, and Native American women; Hispanic men
0560 (A)		Hispanic and Asian/Pacific women; Black, Hispanic, Asian/Pacific, and Native American men
0855 (P)	Women overall	White, Black, Hispanic, and Native American women
0905 (P)		White, Hispanic, Asian/Pacific, and Native American women; Black, Hispanic, Asian/Pacific, and Native American men
1101 (A)	Women Overall	White women; Native American men
1102 (A)		Hispanic and Asian/Pacific women; Hispanic, Asian/Pacific, and Native American men
1104 (A)	Women overall	White, Hispanic, and Native American women; Asian/Pacific men

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WORKFORCE ANALYSIS BY MAJOR OCCUPATION - PAGE 3

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Underrepresentation was found in the following major occupational series. This information is taken from Chart H2.

<u>Series #</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
1106 (C)		White, Hispanic, and Native American women; Hispanic and Native American men
1670 (A)	Minorities and	White, Black, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
1910 (A)	Women overall	White, Hispanic, Asian/Pacific, and Native American women; Hispanic and Asian/Pacific men
2001 (A)	Women overall	White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
2003 (A)		White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
2005 (C)		White and Hispanic women; Native American men
2010 (A)		White, Hispanic, and Asian/Pacific women; Hispanic, Asian/Pacific, and Native American men
2030 (A)	Women overall	Women in all groups

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WORKFORCE ANALYSIS BY MAJOR OCCUPATION - PAGE 4

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Underrepresentation was found in the following major occupational series. This information is taken from Chart H2.

<u>Series #</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
2102 (C)	Women overall	White and Native American women; Hispanic and Native American men
2130 (A)		Asian/Pacific women; Black and Native American men
2210 (A)	Women overall	White and Hispanic women; Hispanic men
4604 (B)	Women overall	White, Black, Hispanic, and Asian/Pacific women
5352 (B)	Minorities and Women overall	White, Black, Hispanic, and Native American women; Black and Native American men
5703 (B)	Women overall	Women in all groups; Hispanic men
6901 (B)		Hispanic and Native American women; Hispanic, Asian Pacific, and Native American men
6907 (B)		White, Hispanic, and Native American women; Hispanic and Native American men
6912 (B)	Women overall	Hispanic and Native American women; Hispanic and Native American men
7002 (B)		Native American men

**Total Permanent Work Force
Compared to Civilian Labor Force – Chart A1**

R/NO/G Category	Agency Number	Agency Ratio	CLF
Black Men	2,245	9.8%	4.9%
Black Women	2,697	11.8%	5.4%
Hispanic Men	769	3.4%	4.8%
Hispanic Women	348	1.5%	3.3%
Asian/Pacific Islander Men	489	2.1%	1.5%
Asian/Pacific Islander Women	252	1.1%	1.3%
American Indian/Alaskan Native Men	160	0.7%	0.3%
American Indian/Alaskan Native Women	104	0.5%	0.3%
White Men*	9,472	41.5%	42.6%
White Women	6,286	27.5%	35.3%
Total	22,822	100%	100%

Data Source: CRAMER – Form 507 (As of: September 30, 2002)

***White Men are not an EEO targeted group; they are included only to allow totals to equal the total work force.**

WORK FORCE – Chart C1
TOTAL PERMANENT (FT/PT) WORK FORCE: 22,822 Employees

CATEGORY		FY 01	FY 02	NET CHANGE*
Women (do not add into total)	#	10,039	9,687	-352
	%	42.2	42.4	0.2
Black Men	#	2,402	2,245	-157
	%	10.1	9.8	-0.3
Black Women	#	2,739	2,697	-42
	%	11.5	11.8	0.2
Hispanic Men	#	741	769	-28
	%	3.1	3.4	0.3
Hispanic Women	#	315	348	-33
	%	1.3	1.5	0.2
Asian/Pacific Islander Men	#	478	489	-11
	%	2.0	2.1	0.1
Asian/Pacific Islander Women	#	275	252	-23
	%	1.2	1.1	-0.1
American Indian/Alaskan Native Men	#	156	160	-4
	%	0.7	0.7	0.0
American Indian/Alaskan Native Women	#	109	104	-5
	%	0.5	0.5	-0.0
White Men	#	9,946	9,472	-474
	%	41.9	41.5	-0.4
White Women	#	6,601	6,286	-315
	%	27.8	27.5	-0.2
Total	#	23,762	22,822	-940
	%	100%	100%	(net chg)

Source Data: CRAMER - EEOC Form 506 (As of: September 30, 2002 vs September 30, 2001).

WORK FORCE – Chart C2
TOTAL PERMANENT (FT/PT) WORK FORCE: 22,822 Employees

CATEGORY		FY 99	FY 02	NET CHANGE*
Women (do not add into total)	# %	15,733 40.3	9,687 42.4	-6,046 2.2
Black Men	# %	3,586 9.2	2,245 9.8	-1,341 0.7
Black Women	# %	3,921 10.0	2,697 11.8	-1,224 1.7
Hispanic Men	# %	1,227 3.1	769 3.4	-458 0.2
Hispanic Women	# %	617 1.6	348 1.5	-269 -0.1
Asian/Pacific Islander Men	# %	846 2.2	489 2.1	-357 -0.0
Asian/Pacific Islander Women	# %	457 1.2	252 1.1	-205 -0.1
American Indian/Alaskan Native Men	# %	240 0.6	160 0.7	-80 0.1
American Indian/Alaskan Native Women	# %	157 0.4	104 0.5	-53 0.1
White Men	# %	17,455 44.7	9,472 41.5	-7,983 -3.2
White Women	# %	10,581 27.1	6,286 27.5	-4,295 0.5
Total	# %	39,087 100%	22,822 100%	-16,265 (net chg)

Source Data: CRAMER - EEOC Form 506 (As of: September 30, 2002 vs September 30, 1999).

New Hires Compared to Civilian Labor Force (CLF) – Chart D

R/NO/G Category	Agency # New Hires	Agency Ratio	CLF
Women (do not add into total)	723	37.7%	45.7%
Black Men	183	9.6%	4.9%
Black Women	164	8.6%	5.4%
Hispanic Men	99	5.1%	4.8%
Hispanic Women	61	3.1%	3.3%
Asian/Pacific Islander Women	16	0.8%	1.5%
Asian/Pacific Islander Men	46	2.4%	1.3%
American Indian/Alaskan Native Men	11	0.5%	0.3%
American Indian/Alaskan Native Women	5	0.2%	0.3%
White Men	792	41.3%	42.6%
White Women	461	24.0%	35.3%
Total	1,838	95.5%	100%

Data Source: Human Resources (J-1). Data does not equal 100% due to other RNO categories not identified in this report. Total accessions used to determine percentages are 1916. That total includes all RNO identifiers.

Promotions Compared to Agency Representation – Chart F

R/NO/G Category	Agency # Promotions	Agency % Promotions	Rep in Agency Work Force %
Women (do not add into total)	1,420	55.6%	42.4%
Black Men	205	8.0%	10.3%
Black Women	447	17.5%	12.1%
Hispanic Men	56	2.1%	3.1%
Hispanic Women	49	1.9%	1.4%
Asian/Pacific Islander Men	30	1.1%	1.4%
Asian/Pacific Islander Women	27	1.0%	0.8%
American Indian/Alaskan Native Men	5	0.1%	0.6%
American Indian/Alaskan Native Women	14	0.5%	0.4%
White Men*	812	31.8%	41.4%
White Women	878	34.4%	27.2%
	2,523	98.4%	100%

Total promotions used to determine percentages are 2552. That total includes all RNO identifiers. Agency total used to determine Agency percentages is 21,153.

Separations Compared to Agency Work Force – Chart G

R/NO/G Category	Agency # Separations	Agency % Separations	Agency Work Force %
Women (do not add into totals)	868	37.2%	42.4%
Black Men	363	15.5%	10.3%
Black Women	236	10.1%	12.1%
Hispanic Men	84	3.6%	3.1%
Hispanic Women	34	1.4%	1.4%
A/PI Men	43	1.8%	1.4%
A/PI Women	26	1.1%	0.8%
AI/AN Men	17	0.7%	0.6%
AI/AN Women	6	0.2%	0.4%
White Men	938	40.2%	41.4%
White Women	555	23.8%	27.2%
Total	2,302	82.9%	98.70%

Data Source: Human Resources (J-1). Data does not equal 100% due to other RNO categories not identified in this report. Total losses used to determine percentages are 2331. That total includes all RNO identifiers. Agency total used to determine Agency percentages is 21,153.

**Distribution of EEO Groups and Comparison by PATCOB – Chart H1
Defense Logistics Agency (FY 02)**

		Total		White		Black		Hispanic		Asian		Am Indian	
Job Series/Category		M	F	M	F	M	F	M	F	M	F	M	F
Professional	Agency #	612	186	495	128	33	42	17	2	64	14	3	0
	Agency %	76.7	23.3	62.0	16.0	4.1	5.3	2.1	0.3	8.0	1.8	0.4	0
Professional	CAD	63.0	37.0	54.7	30.3	2.4	3.2	2.1	1.4	3.5	1.9	0.2	0.2
Administrative	Agency #	5,903	6,029	4,728	4,178	824	1,531	195	164	94	103	62	53
	Agency %	49.5	50.5	39.6	35.0	6.9	12.8	1.6	1.4	0.8	0.9	0.5	0.4
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Technical	Agency #	854	1,239	601	724	159	405	59	49	27	44	8	17
	Agency %	40.8	59.2	28.7	34.6	7.6	19.4	2.8	2.3	1.3	2.1	0.4	0.8
Technical	CAD	45.1	54.9	36.1	42.9	3.6	6.6	3.2	3.4	1.9	1.6	0.4	0.4
Clerical	Agency #	511	1,236	321	743	142	375	21	61	21	42	6	15
	Agency %	29.3	70.7	18.4	42.5	8.1	21.5	1.2	3.5	1.2	2.4	0.3	0.9
Clerical	CAD	19.5	80.5	14.0	63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
Other	Agency #	337	52	247	31	58	16	19	4	11	1	2	0
	Agency %	86.6	13.4	63.5	8.0	14.9	4.1	4.9	1.0	2.8	0.3	0.5	0
Other	CAD	84.3	15.7	67.6	11.2	9.7	3.2	4.8	1.0	1.2	0.3	0.9	0.2
Blue Collar	Agency #	4,920	945	3,080	482	1,031	328	458	68	272	48	79	19
	Agency %	83.9	16.1	52.5	8.2	17.6	5.6	7.8	1.2	4.6	0.8	1.3	0.3
Blue Collar	CAD	85.9	14.1	65.4	9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2
TOTAL AGENCY	Agency #	13,137	9,687	9,472	6,286	2,247	2,697	769	348	489	252	160	104
	Agency %	57.6	42.4	41.5	27.5	9.8	11.8	3.4	2.8	2.1	1.1	0.7	0.5
TOTAL AGENCY	CAD	54.3	45.7	42.6	35.3	4.9	5.4	4.8	3.3	1.5	1.3	0.3	0.3

Major Mission-Oriented Occupation – Chart H2 (pg. 1)
Defense Logistics Agency (FY 02)

		Total		White		Black		Hispanic		Asian		Am Indian	
Job Series/Category		M	F	M	F	M	F	M	F	M	F	M	F
Electronics Engineering- Series 0855	Agency #	162	11	125	6	6	0	5	0	25	5	1	0
	Agency %	93.6	6.4	72.3	3.5	3.5	0	2.9	0	14.5	2.9	0.6	0
Professional	CAD	63.0	37.0	54.7	38.9	2.8	5.8	1.9	2.1	2.7	3.6	0.2	0.2
General Attorney - Series 0905	Agency #	61	47	58	38	2	7	1	0	0	2	0	0
	Agency %	56.5	43.5	53.7	35.2	1.9	6.5	0.9	0	0	1.9	0	0
Professional	CAD	63.0	37.0	54.7	38.9	2.8	5.8	1.9	2.1	2.7	3.6	0.2	0.2
Budget Administration - Series 0560	Agency #	23	94	20	74	2	18	1	0	0	1	0	1
	Agency %	19.7	80.3	17.1	63.2	1.7	15.4	0.9	0	0	0.9	0	0.9
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Computer Specialist - Series 0334	Agency #	240	191	214	157	19	29	1	2	4	3	2	0
	Agency %	55.7	44.3	49.7	36.4	4.4	6.7	0.2	0.5	0.9	0.7	0.5	0
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Contract and Procurement - Series 1102	Agency #	722	1,407	565	867	128	475	21	34	7	19	1	6
	Agency%	34.0	66.0	25.6	40.8	6.0	22.4	1.0	1.6	0.3	0.9	0	0.3
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3

Major Mission-Oriented Occupation – Chart H2 (pg. 2)
Defense Logistics Agency (FY 02)

		Total		White		Black		Hispanic		Asian		Am Indian	
Job Series/Category		M	F	M	F	M	F	M	F	M	F	M	F
Distrib Facilities/Stor Mgmt- Series 2030	Agency #	169	51	130	42	20	8	10	0	6	1	3	0
	Agency %	76.8	23.2	59.1	19.1	9.1	3.6	4.5	0	2.7	0.5	1.4	0
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Environ Protection Spec-Series 0028	Agency #	141	53	110	41	12	6	10	4	5	2	4	0
	Agency %	72.7	27.3	56.7	21.1	6.2	3.1	5.2	2.1	2.6	1.0	2.1	0
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Equipment Specialist - Series 1670	Agency #	291	46	245	40	40	5	2	0	1	0	3	1
	Agency %	86.4	13.6	72.7	11.9	11.9	1.5	0.6	0	0.3	0	0.9	0.3
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Genl Acctg Clerical/Admin - Series 0501	Agency #	59	102	41	82	9	15	4	3	4	2	1	0
	Agency %	36.6	63.4	25.5	50.9	5.6	9.3	2.5	1.9	2.5	1.2	0.6	0
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
General Business/Industry - Series 1101	Agency #	232	192	180	131	34	50	10	8	3	2	5	1
	Agency %	54.7	45.3	8.0	11.8	42.5	30.9	50.0	8.0	1.7	4.5	0.2	1.4
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3

Major Mission-Oriented Occupation – Chart H2 (pg. 3)
Defense Logistics Agency (FY 02)

		Total		White		Black		Hispanic		Asian		Am Indian	
Job Series/Category		M	F	M	F	M	F	M	F	M	F	M	F
General Clerical/Assistance - Series 0301	Agency #	817	632	682	442	96	153	22	21	7	14	10	2
	Agency %	56.4	43.6	47.1	30.5	6.6	10.6	1.5	1.4	0.5	1.0	0.7	0.1
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
General Supply - Series 2001	Agency #	412	384	341	292	48	75	13	8	5	3	5	6
	Agency %	51.8	48.2	42.8	36.7	6.0	9.4	1.6	1.0	0.6	0.4	0.6	0.8
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Information Tech Mgmt-Series 2210	Agency #	576	420	462	316	73	71	15	11	20	15	6	7
	Agency %	57.8	42.2	46.4	31.7	7.3	7.1	1.5	1.1	2.0	1.5	0.6	0.7
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Inventory Management- Series 2010	Agency #	328	530	210	286	96	217	13	16	8	5	1	6
	Agency %	38.2	61.8	24.5	3.3	11.2	25.3	1.5	1.9	0.9	0.6	0.1	0.7
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Management Analysis - Series 0343	Agency #	258	519	216	394	31	96	10	14	0	8	1	7
	Agency %	33.2	66.8	27.8	50.7	4.0	12.5	1.3	1.8	0	1.0	0.1	0.9
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Personnel Management - Series 0201	Agency #	130	277	105	207	17	45	6	14	0	8	2	3
	Agency %	31.9	68.1	25.8	50.9	4.2	11.1	1.5	3.4	0	8.0	0.5	0.7
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3

Major Mission-Oriented Occupation – Chart H2 (pg. 4)
Defense Logistics Agency (FY 02)

		Total		White		Black		Hispanic		Asian		Am Indian	
Job Series/Category		M	F	M	F	M	F	M	F	M	F	M	F
Property Disposal - Series 1104	Agency #	242	181	192	121	26	40	16	7	5	12	3	1
	Agency %	57.2	42.8	45.4	28.6	6.1	9.5	10.9	1.7	1.2	2.8	0.7	0.2
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Quality Assurance-Series 1910	Agency #	423	109	331	64	70	44	8	0	7	1	7	0
	Agency %	79.5	20.5	62.2	12.0	13.2	8.3	1.5	0	1.3	0.2	1.3	0
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Supply Program Management - Series 2003	Agency #	385	426	331	320	37	87	11	6	3	5	3	8
	Agency %	47.5	52.5	40.8	39.5	4.6	10.7	1.4	0.7	0.4	0.6	0.4	1.0
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Traffic Management - Series 2130	Agency #	44	78	33	53	3	18	5	6	3	0	0	1
	Agency %	36.1	63.9	27.0	43.4	2.5	14.8	4.1	5.0	2.5	0	0	0.8
Administrative	CAD	50.0	50.0	42.1	40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Mgmt Clerical/Asst - Series 0344	Agency #	19	180	14	133	5	41	0	4	0	1	0	1
	Agency %	9.5	90.5	7.0	66.8	0.5	20.6	0	2.0	0	0.5	0	0.5
Clerical	CAD	19.5	80.5	14.0	63.4	2.8	9.6	1.7	5.2	0.1	0.5	0.8	1.9

Major Mission-Oriented Occupation – Chart H2 (pg. 5)
Defense Logistics Agency (FY 02)

		Total		White		Black		Hispanic		Asian		Am Indian	
Job Series/Category		M	F	M	F	M	F	M	F	M	F	M	F
Miscellaneous Clerk/Assistant- Series 0303	Agency #	448	523	279	313	94	147	50	33	20	21	5	9
	Agency %	46.1	53.9	28.7	32.2	9.7	15.1	5.1	3.4	2.1	2.2	0.5	0.9
Clerical	CAD	19.5	80.5	14.0	63.4	2.8	9.6	1.7	5.2	0.1	0.5	0.8	1.9
Procurement Clerical/Assist - Series 1106	Agency #	63	333	29	172	29	153	3	3	1	3	1	2
	Agency %	15.9	84.1	7.3	43.4	7.3	38.6	0.8	0.8	0.3	0.8	0.3	0.5
Clerical	CAD	19.5	80.5	14.0	63.4	2.8	9.6	1.7	5.2	0.1	0.5	0.8	1.9
Secretary - Series 0318	Agency #	2	236	1	158	1	57	0	14	0	4	0	3
	Agency %	0.8	99.2	0.4	66.4	0.4	23.9	0	5.9	0	1.7	0	1.3
Clerical	CAD	19.5	80.5	14.0	63.4	2.8	9.6	1.7	5.2	0.1	0.5	0.8	1.9
Supply Clerk/Technician - Series 2005	Agency #	372	539	257	285	80	199	16	20	17	26	2	9
	Agency %	40.8	59.2	28.2	31.3	8.8	21.8	1.8	2.2	1.9	2.9	0.2	1.0
Clerical	CAD	19.5	80.5	14.0	63.4	2.8	9.6	1.7	5.2	0.1	0.5	0.8	1.9
Transportation Clerk/Assistant - Series 2102	Agency #	78	197	51	93	19	64	3	20	3	17	2	3
	Agency %	28.4	71.6	18.5	33.8	6.9	23.3	1.1	7.3	1.1	6.2	0.7	1.1
Clerical	CAD	19.5	80.5	14.0	63.4	2.8	9.6	1.7	5.2	0.1	0.5	0.8	1.9

Major Mission-Oriented Occupation –Chart H2 (pg. 6)
Defense Logistics Agency (FY 02)

		Total		White		Black		Hispanic		Asian		Am Indian	
Job Series/Category		M	F	M	F	M	F	M	F	M	F	M	F
Police- Series 0083	Agency #	199	15	135	11	42	3	13	1	7	0	2	0
	Agency %	93.0	7.0	63.1	5.1	19.6	1.4	6.1	0.5	3.3	0	0.9	0
Other	CAD	84.3	15.7	67.6	11.2	9.7	3.2	4.8	1.0	1.2	0.3	0.9	0.2
Industrial Equipment Mechanic – Series 5352	Agency #	107	1	84	0	8	0	10	0	3	1	1	0
	Agency %	99.1	0.9	78.5	0	7.5	0	9.3	0	2.8	0.9	0.9	0
Blue Collar	CAD	85.9	14.1	65.4	9.8	9.1	2.2	8.7	1.5	0.8	0.2	1.7	0.5
Materials Exam and Ident - Series 6912	Agency #	785	221	491	130	153	65	83	11	47	11	11	4
	Agency %	78.0	22.0	48.8	12.9	15.2	6.5	8.3	1.1	4.7	1.1	1.1	0.4
Blue Collar	CAD	85.9	14.1	65.4	9.8	9.1	2.2	8.7	1.5	0.8	0.2	1.7	0.5
Materials Handler - Series 6907	Agency #	1,783	367	994	177	452	151	177	21	138	14	22	4
	Agency %	82.9	17.1	46.2	8.2	21.0	7.0	8.2	1.0	6.4	0.7	1.0	0.2
Blue Collar	CAD	85.9	14.1	65.4	9.8	9.1	2.2	8.7	1.5	0.8	0.2	1.7	0.5
Motor Vehicle Operating - Series 5703	Agency #	227	8	144	6	47	2	17	0	4	0	7	0
	Agency %	96.5	3.5	63.4	2.6	20.7	0.9	7.5	0	1.8	0	3.1	0
Blue Collar	CAD	85.9	14.1	65.4	9.8	9.1	2.2	8.7	1.5	0.8	0.2	1.7	0.5

Major Mission-Oriented Occupation –Chart H2 (pg. 7)
Defense Logistics Agency (FY 02)

		Total		White		Black		Hispanic		Asian		Am Indian	
Job Series/Category		M	F	M	F	M	F	M	F	M	F	M	F
Packing - Series 7002	Agency #	549	204	295	90	131	66	81	30	30	10	12	8
	Agency %	72.9	27.1	39.4	12.0	17.4	8.8	10.8	4.0	4.0	1.3	1.6	1.1
Blue Collar	CAD	85.9	14.1	65.4	9.8	9.1	2.2	8.7	1.5	0.8	0.2	1.7	0.5
Warehousing/Stock Handling - Series 6901	Agency #	270	57	213	34	48	21	6	0	2	2	1	0
	Agency %	82.6	17.4	65.1	10.4	14.7	6.4	1.8	0	0.6	0.6	0.3	0
Blue Collar	CAD	85.9	14.1	65.4	9.8	9.1	2.2	8.7	1.5	0.8	0.2	1.7	0.5
Wood Working – Series 4604	Agency #	167	17	112	14	22	1	18	1	11	0	4	1
	Agency %	90.8	9.2	60.9	7.6	12.0	0.5	9.8	0.5	6.0	0	2.2	0.5
Blue Collar	CAD	85.9	14.1	65.4	9.8	9.1	2.2	8.7	1.5	0.8	0.2	1.7	0.5



***DISTRIBUTION OF EEO GROUPS &
UNDERREPRESENTATION INDICES BY
PATCOB & PAY LEVEL
FISCAL YEAR 2002
(ATTACHMENT 2)***

Distribution of EEO Groups and Underrepresentation Indices by PATCOB and Pay Level

EEOC FORM 507

Organization: DLA Wide

As of: September 30, 2002
Run Date: 05 April 2003

Category	Workforce						White						Black						Hispanic						Asian/Pacific Islander						Native American								
	Total			Male			Female			Male			Female			Male			Female			Male			Female			Male			Female			Male			Female		
PROFESSIONAL	GS 1 - 4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	GS 5 - 8	15	12	3	54	10	121	1	22	1	416	0	0	0	2	416	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	GS 9 - 12	349	270	79	61	206	107	51	48	170	21	253	7	105	2	286	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	GS/GM 13 - 15	431	328	103	64	277	117	75	57	152	0	77	21	152	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	SES	3	2	1	90	2	121	1	110	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	Total	798	612	186	63	495	113	128	52	164	33	172	42	164	17	101	2	17	101	2	17	64	229	14	92	3	188	0	0	0	0	0	0	0	0	0	0		
ADMINISTRATIVE	GS 1 - 4	2	0	2	200	0	0	2	247	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	GS 5 - 8	682	302	380	111	220	76	208	75	88	3,121	88	51	207	143	395	23	129	22	124	72	58	83	67	44	167	44	168	6	81	0	0	0	0	0				
	GS 9 - 12	8,754	4,174	4,580	104	3,279	88	3,121	88	84	1,209	116	646	204	1,216	262	133	58	116	50	50	72	58	83	67	44	167	44	168	6	81	0	0	0	0				
	GS/GM 13 - 15	2,464	1,406	1,058	85	1,209	116	840	84	84	1,209	116	126	142	170	130	39	60	26	40	15	43	16	46	17	229	6	81	0	0	0	0	0	0	0				
	SES	30	21	9	60	20	158	7	57	57	86	1	92	2	125	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	Total	11,932	5,903	6,029	101	4,728	94	4,178	86	86	86	1,531	242	824	191	1,531	242	195	62	164	52	94	56	103	61	62	173	53	148	0	0	0	0	0	0	0			
TECHNICAL	GS 1 - 4	23	12	11	87	12	144	8	81	81	65	0	0	0	1	65	0	0	2	255	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	GS 5 - 8	1,878	698	1,180	114	469	69	678	84	84	318	8	141	208	395	318	56	93	47	73	25	70	44	146	7	93	16	213	0	0	0	0	0	0	0				
	GS 9 - 12	191	144	47	44	120	174	38	46	46	63	3	18	261	8	63	3	49	0	0	2	55	0	0	1	130	1	131	0	0	0	0	0	0	0				
	GS/GM 13 - 15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	SES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Total	2,092	854	1,238	107	601	79	724	80	80	80	292	404	159	211	404	292	59	88	49	68	27	67	44	131	8	95	17	203	0	0	0	0	0	0	0			
CLERICAL	GS 1 - 4	440	177	263	74	106	172	153	54	54	213	90	56	454	90	213	7	93	13	56	4	113	5	59	4	909	2	91	0	0	0	0	0	0	0				
	GS 5 - 8	1,283	334	949	91	215	119	569	69	69	228	282	86	239	282	228	14	64	48	71	17	165	37	151	2	155	13	203	0	0	0	0	0	0	0	0			
	GS 9 - 12	24	0	24	124	0	0	21	138	0	3	130	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	GS/GM 13 - 15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	SES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Total	1,747	511	1,236	87	321	131	743	67	67	67	223	375	142	290	375	223	21	70	61	67	21	150	42	126	6	343	15	171	0	0	0	0	0	0	0			
OTHER	GS 1 - 4	56	32	24	272	17	44	13	207	13	446	8	9	165	8	446	5	186	2	357	1	148	1	595	0	0	0	0	0	0	0	0	0	0	0	0			
	GS 5 - 8	312	286	26	53	215	101	16	45	45	80	8	47	155	8	80	13	86	2	64	9	240	0	0	2	71	0	0	0	0	0	0	0	0	0	0			
	GS 9 - 12	21	19	2	60	15	105	2	85	2	98	0	2	98	0	0	1	99	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	GS/GM 13 - 15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	SES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Total	389	337	52	85	247	93	31	71	71	71	128	16	58	153	16	128	19	101	4	102	11	235	1	85	2	57	0	0	0	0	0	0	0	0	0			
BLUE COLLAR	W 1 - 4	195	140	55	200	62	48	30	156	30	489	21	41	231	21	489	20	117	2	68	17	512	2	205	0	0	0	0	0	0	0	0	0	0	0	0	0		
	W 5 - 8	4,971	4,104	867	123	2,499	76	435	89	89	277	304	902	199	304	277	406	93	64	85	230	272	45	181	67	168	19	191	0	0	0	0	0	0	0	0			
	W 9 - 12	684	661	23	23	508	113	17	25	25	19	3	87	139	3	19	31	52	2	19	23	197	1	29	12	219	0	0	0	0	0	0	0	0	0	0			
	W 13 - 19	14	14	0	0	11	120	0	0	0	0	0	1	78	0	0	1	82	0	0	271	271	48	163	79	168	19	162	0	0	0	0	0	0	0	0			
	SES	5,864	4,919	945	114	3,080	80	482	83	83	83	254	328	1,031	193	328	254	458	89	68	77	271	271	48	163	79	168	19	162	0	0	0	0	0	0	0			
	Total	5,864	4,919	945	114	3,080	80	482	83	83	83	254	328	1,031	193	328	254	458	89	68	77	271	271	48	163	79	168	19	162	0	0	0	0	0	0	0			



***WORKFORCE PROFILE BY PAY LEVEL
FISCAL YEAR 2002
(ATTACHMENT 3)***

MALE

CIVILIAN PAID STRENGTH
DEFENSE LOGISTICS AGENCY

AS OF SEP 2002

DMDC-30380

PP / GRADE	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TGT-DIS
GS-01	2 22.2	1 11.1			3 33.3	1 11.1	4	
GS-02			1 6.7		1 6.7	4 26.7	5	1 6.7
GS-03	10 18.5		1 1.9		11 20.4	15 27.8	26	10 18.5
GS-04	53 11.9	11 2.5	3 .7	4 .9	71 15.9	115 25.7	186	21 4.7
GS-01-04	65 12.4	12 2.3	5 1.0	4 .8	86 16.4	135 25.7	221	32 6.1
GS-05	102 8.8	27 2.3	20 1.7	4 .3	153 13.2	341 29.4	494	29 2.5
GS-06	73 7.9	26 2.8	13 1.4	3 .3	115 12.4	197 21.3	312	8 .9
GS-07	136 7.0	48 2.5	22 1.1	4 .2	210 10.8	543 27.8	753	27 1.4
GS-08	11 7.9	4 2.9	3 2.1	1 .7	19 13.6	48 34.3	67	1 .7
GS-05-08	322 7.7	105 2.5	58 1.4	12 .3	497 11.9	1129 27.0	1626	65 1.6
GS-09	194 8.3	38 1.6	19 .8	8 .3	259 11.1	738 31.8	997	22 .9
GS-10	3 13.0				3 13.0	12 52.2	15	
GS-11	286 8.2	60 1.7	33 .9	17 .5	396 11.4	1297 37.3	1693	44 1.3
GS-12	210 6.1	44 1.3	49 1.4	21 .6	324 9.4	1541 44.9	1865	27 .8
GS-09-12	693 7.5	142 1.5	101 1.1	46 .5	982 10.6	3588 38.8	4570	93 1.0
GS-13	89 5.1	33 1.9	38 2.2	10 .6	170 9.8	854 49.4	1024	10 .6
GS-14	31 4.9	7 1.1	7 1.1	7 1.1	52 8.2	363 57.4	415	1
GS-15	4 1.4	3 1.1	2 .7	3 1.1	12 4.2	185 64.9	197	
GS-13-15	124 4.7	43 1.6	47 1.8	20 .8	234 8.8	1402 53.0	1636	1 10 .4
GS-16								
GS-17								
GS-18								
GS-16-18								
GS TOTAL	1204 7.3	302 1.8	211 1.3	82 .5	1799 10.8	6254 37.7	8053	2 200 1.2
SES-1						3 100.0	3	
SES-2						2 66.7	2	
SES-3								
SES-4	2 13.3				2 13.3	7 46.7	9	
SES-5						4 100.0	4	
SES-6								
SES-UNK								
SES TOTAL	2 8.0				2 8.0	16 64.0	18	
AD	12 6.0	1 .5		1 .5	14 7.0	145 72.5	159	1
CZ								
EC								
EX								
GG								
GW								
SR								
ST								
SZ								
TP								
WD						2 100.0	2	
WI								
WJ								
WK								
WM								
WN								
WP								
WW								
WX								
WY								
WZ								
YV								
YW	2 100.0				2 100.0		2	
MISC			1 50.0		1 50.0		1	
OTHER TOT	14 6.8	1 .5	1 .5	1 .5	17 8.3	147 71.4	164	1
FWS TOTAL	1030 17.5	458 7.8	271 4.6	79 1.3	1838 31.2	3101 52.7	4939	134 2.3
*** TOTAL	2250 9.9	761 3.4	483 2.1	162 .7	3656 16.1	9518 41.9	13174	3 334 1.5

PP / GRADE	MALE		CIVILIAN PAID STRENGTH				AS OF SEP 2002		TOTAL UNKNOWN		CIV-TGT-DIS	
	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN						
WG-01					4 30.8	6 46.2	10				2 15.4	
WG-02	4 30.8				19 27.1	23 32.9	42				3 4.3	
WG-03	17 24.3	2 2.9			55 47.0	38 32.5	93				4 3.4	
WG-04	20 17.1	18 15.4	17 14.5		783 34.9	1059 47.2	1842				70 3.1	
WG-05	449 20.8	184 8.2	121 5.4	29 1.3	420 30.4	706 51.0	1126				28 2.0	
WG-06	221 16.8	121 8.7	57 4.1	21 1.5	129 24.2	307 57.5	436				12 2.2	
WG-07	69 12.9	39 7.3	15 2.8	6 1.1	97 30.3	215 67.2	312				7 2.2	
WG-08	60 18.7	20 6.2	10 3.1	7 2.2	34 26.0	88 67.2	122					
WG-09	19 14.5	7 5.3	3 2.3	5 3.8	75 27.1	200 72.2	275				2 .7	
WG-10	45 16.2	16 5.8	13 4.7	1 .4	16 11.6	118 85.5	134				1 .7	
WG-11	11 8.8	2 1.4	1 .7	2 1.4	1 5.0	18 90.0	19					
WG-12			1 5.0			7 100.0	7					
WG-13												
WG-14												
WG-15												
WG TOTAL	915 17.4	409 7.8	238 4.5	71 1.4	1633 31.1	2785 53.0	4418				129 2.5	
WL-01												
WL-02												
WL-03												
WL-04					45 39.5	46 40.4	91					
WL-05	28 24.6	11 9.6	6 5.3		33 31.1	43 40.6	76					
WL-06	20 18.9	7 6.6	4 3.8	2 1.9	6 16.2	17 45.9	23					
WL-07	5 13.5	1 2.7			10 43.5	13 56.5	23				1 4.3	
WL-08	5 21.7	2 8.7	3 13.0		4 33.3	8 66.7	12				1 8.3	
WL-09	3 25.0	1 8.3			7 25.9	20 74.1	27					
WL-10	4 14.8	1 3.7		2 7.4	4 23.5	13 76.5	17				1 5.9	
WL-11		1 5.9	2 11.8	1 5.9								
WL-12												
WL-13												
WL-14												
WL-15												
WL TOTAL	65 19.3	24 7.1	15 4.5	5 1.5	109 32.4	160 47.6	269				3 .9	
WS-01												
WS-02												
WS-03												
WS-04					28 48.3	21 36.2	49				1 1.7	
WS-05	16 27.6	7 12.1	5 8.6		39 36.8	50 47.2	89				1 .9	
WS-06	20 18.9	11 10.4	6 5.7	2 1.9	7 18.9	25 67.6	32					
WS-07	5 13.5	1 2.7	1 2.7		7 36.8	9 47.4	16					
WS-08	3 15.8	2 10.5	2 10.5		6 37.5	6 37.5	12					
WS-09	3 18.7		3 18.7		2 7.1	25 89.3	27					
WS-10	1 3.6	1 3.6			3 20.0	11 73.3	14					
WS-11		2 13.3		1 6.7	1 14.3	5 71.4	6					
WS-12	1 14.3				3 100.0		3					
WS-13	1 33.3	1 33.3	1 33.3									
WS-14						2 100.0	2					
WS-15						2 100.0	2					
WS-16												
WS-17												
WS-18												
WS-19												
WS TOTAL	50 17.1	25 8.5	18 6.1	3 1.0	96 32.8	156 53.2	252				2 .7	
WB												
FWS TOTAL	1030 17.5	458 7.8	271 4.6	79 1.3	1838 31.2	3101 52.7	4939				134 2.3	

FEMALE

CIVILIAN PAID STRENGTH
DEFENSE LOGISTICS AGENCY

AS OF SEP 2002

DMDC-30380

PP / GRADE	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TGT-DIS
GS-01		1 11.1			1 11.1	4 44.4	5	
GS-02	2 13.3	1 6.7			3 20.0	7 46.7	10	
GS-03	5 9.3	2 3.7			7 13.0	21 38.9	28	6 11.1
GS-04	92 20.6	13 2.9	6 1.3	2 .4	113 25.3	148 33.1	261	20 4.5
GS-01-04	99 18.9	17 3.2	6 1.1	2 .4	124 23.6	180 34.3	304	26 5.0
GS-05	221 19.1	39 3.4	29 2.5	6 .5	295 25.5	369 31.9	664	32 2.8
GS-06	215 23.2	24 2.6	21 2.3	11 1.2	271 29.2	344 37.1	615	20 2.2
GS-07	378 19.4	55 2.8	33 1.7	15 .8	481 24.7	716 36.7	1197	15 .8
GS-08	13 9.3	1 .7	2 1.4		16 11.4	57 40.7	73	1
GS-05-08	827 19.8	119 2.9	85 2.0	32 .8	1063 25.5	1486 35.6	2549	1 67 1.6
GS-09	424 18.2	38 1.6	23 1.0	16 .7	501 21.6	826 35.5	1327	28 1.2
GS-10				1 4.3	1 4.3	7 30.4	8	
GS-11	502 14.4	38 1.1	24 .7	17 .5	581 16.7	1203 34.6	1784	14 .4
GS-12	313 9.1	32 .9	33 1.0	13 .4	391 11.4	1174 34.2	1565	9 .3
GS-09-12	1239 13.4	108 1.2	80 .9	47 .5	1474 15.9	3218 34.7	4684	51 .6
GS-13	134 7.7	14 .8	13 .8	2 .1	163 9.4	543 31.4	706	3 .2
GS-14	29 4.6	5 .8	4 .6	4 .6	42 6.6	175 27.7	217	
GS-15	10 3.5	2 .7			12 4.2	76 26.7	88	
GS-13-15	173 6.5	21 .8	17 .6	6 .2	217 8.2	794 30.0	1011	3 .1
GS-16								
GS-17								
GS-18								
GS-16-18								
GS TOTAL	2338 14.1	265 1.6	188 1.1	87 .5	2878 17.3	5670 34.2	8548	1 147 .9
SES-1					1 33.3		1	
SES-2	1 33.3							
SES-3								
SES-4	1 6.7				1 6.7	5 33.3	6	
SES-5								
SES-6								
SES-UNK								
SES TOTAL	2 8.0				2 8.0	5 20.0	7	
AD	5 2.5		1 .5		6 3.0	35 17.5	41	
CZ								
EC								
EX								
GG								
GW								
SR								
ST								
SZ								
TP								
WD								
WI								
WJ								
WK								
WM								
WN								
WP								
WW								
WX								
WY								
WZ								
YV								
YW								
MISC	1 50.0				1 50.0		1	
OTHER TOT	6 2.9		1 .5		7 3.4	35 17.0	42	
FWS TOTAL	328 5.6	68 1.2	47 .8	19 .3	462 7.9	483 8.2	945	23 .4
MMR TOTAL	2674 11.8	333 1.5	236 1.0	106 .5	3349 14.7	6193 27.3	9542	1 170 .7

		FEMALE		CIVILIAN PAID STRENGTH				AS OF SEP 2002					
				DEFENSE LOGISTICS AGENCY									
PP / GRADE	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TGT-DIS					
WG-01						1 100.0	1						
WG-02	3 23.1				3 23.1		3						
WG-03	12 17.1		1 1.4		13 18.6	15 21.4	28						
WG-04	6 5.1	2 1.7	1 .9		9 7.7	15 12.8	24			2 1.7			
WG-05	154 6.9	32 1.4	19 .8	8 .4	213 9.5	189 8.4	482			15 .7			
WG-06	83 6.8	18 1.3	9 .7	4 .3	114 8.2	143 10.3	257			3 .2			
WG-07	34 6.4	4 .7	8 1.5	4 .7	50 9.4	48 9.0	98			1 .2			
WG-08			2 .6		2 .6	6 1.9	8			1 .3			
WG-09	3 2.3	1 .8	1 .8		5 3.8	4 3.1	9			1 .8			
WG-10						2 .7	2						
WG-11		1 .7			1 .7	3 2.2	4						
WG-12						1 5.0	1						
WG-13													
WG-14													
WG-15													
WG TOTAL	295 5.6	58 1.1	41 .8	16 .3	410 7.8	427 8.1	837			23 .4			
WL-01													
WL-02													
WL-03													
WL-04													
WL-05	10 8.8	3 2.6	2 1.8	1 .9	16 14.0	7 6.1	23						
WL-06	10 9.4	2 1.9	1 .9	1 .9	14 13.2	16 15.1	30						
WL-07	1 2.7		1 2.7	1 2.7	3 8.1	11 29.7	14						
WL-08													
WL-09													
WL-10													
WL-11													
WL-12													
WL-13													
WL-14													
WL-15													
WL TOTAL	21 6.2	5 1.5	4 1.2	3 .9	33 9.8	34 10.1	67						
WS-01													
WS-02													
WS-03													
WS-04													
WS-05	2 3.4		1 1.7		3 5.2	6 10.3	9						
WS-06	6 5.7	3 2.8	1 .9		10 9.4	7 6.6	17						
WS-07	3 8.1	1 2.7			4 10.8	1 2.7	5						
WS-08	1 5.3	1 5.3			2 10.5	1 5.3	3						
WS-09						4 25.0	4						
WS-10						1 3.6	1						
WS-11						1 6.7	1						
WS-12						1 14.3	1						
WS-13													
WS-14													
WS-15													
WS-16													
WS-17													
WS-18													
WS-19													
WS TOTAL	12 4.1	5 1.7	2 .7		19 6.5	22 7.5	41						
WB													
FWS TOTAL	328 5.6	68 1.2	47 .8	19 .3	462 7.9	483 8.2	945			23 .4			

TOTAL

CIVILIAN PAID STRENGTH
DEFENSE LOGISTICS AGENCY

AS OF SEP 2002

PP / GRADE	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TGT-DIS
GS-01	2 22.2	2 22.2			4 44.4	5 55.6	9	
GS-02	2 13.3	1 6.7	1 6.7		4 26.7	11 73.3	15	1 6.7
GS-03	15 27.8	2 3.7	1 1.9		18 33.3	36 66.7	54	16 29.6
GS-04	145 32.4	24 5.4	9 2.0	6 1.3	184 41.2	263 58.8	447	41 9.2
GS-01-04	164 31.2	29 5.5	11 2.1	6 1.1	210 40.0	315 60.0	525	58 11.0
GS-05	323 27.9	66 5.7	49 4.2	10 .9	448 38.7	710 61.3	1158	61 5.3
GS-06	288 31.1	50 5.4	34 3.7	14 1.5	386 41.6	541 58.4	927	28 3.0
GS-07	514 26.4	103 5.3	55 2.8	19 1.0	691 35.4	1259 64.6	1950	42 2.2
GS-08	24 17.1	5 3.6	5 3.6	1 .7	35 25.0	105 75.0	140	1 .7
GS-05-08	1149 27.5	224 5.4	143 3.4	44 1.1	1560 37.4	2615 62.6	4175	132 3.2
GS-09	618 26.6	76 3.3	42 1.8	24 1.0	760 32.7	1564 67.3	2324	50 2.2
GS-10	3 13.0			1 4.3	4 17.4	19 82.6	23	
GS-11	788 22.7	98 2.8	57 1.6	34 1.0	977 28.1	2500 71.9	3477	58 1.7
GS-12	523 15.2	76 2.2	82 2.4	34 1.0	715 20.8	2715 79.2	3430	36 1.0
GS-09-12	1932 20.9	250 2.7	181 2.0	93 1.0	2456 26.5	6798 73.5	9254	144 1.6
GS-13	223 12.9	47 2.7	51 2.9	12 .7	333 19.2	1397 80.8	1730	13 .8
GS-14	60 9.5	12 1.9	11 1.7	11 1.7	94 14.9	538 85.1	632	1
GS-15	14 4.9	5 1.8	2 .7	3 1.1	24 8.4	261 91.6	285	
GS-13-15	297 11.2	64 2.4	64 2.4	26 1.0	451 17.0	2196 83.0	2647	13 .5
GS-16								
GS-17								
GS-18								
GS-16-18								
GS TOTAL	3542 21.3	567 3.4	399 2.4	169 1.0	4677 28.2	11924 71.8	16601	3 347 2.1
SES-1						3 100.0	3	
SES-2	1 33.3				1 33.3	2 66.7	3	
SES-3								
SES-4	3 20.0				3 20.0	12 80.0	15	
SES-5						4 100.0	4	
SES-6								
SES-UNK								
SES TOTAL	4 16.0				4 16.0	21 84.0	25	
AD	17 8.5	1 .5	1 .5	1 .5	20 10.0	180 90.0	200	1
CZ								
EC								
EX								
GG								
GW								
SR								
ST								
SZ								
TP								
WD								
WI								
WJ								
WK								
WM								
WN								
WP								
WW								
WX								
WY								
WZ								
YV								
YH	2 100.0				2 100.0		2	
MISC	1 50.0		1 50.0		2 100.0		2	
OTHER TOT	20 9.7	1 .5	2 1.0	1 .5	24 11.7	182 88.3	206	1
FWS TOTAL	1358 23.1	526 8.9	318 5.4	98 1.7	2300 39.1	3584 60.9	5884	157 2.7
*** TOTAL	4924 21.7	1094 4.8	719 3.2	268 1.2	7005 30.8	15711 69.2	22716	4 584 2.2

	TOTAL		CIVILIAN PAID STRENGTH				AS OF SEP 2002				DMDC-30380					
			DEFENSE LOGISTICS AGENCY													
PP / GRADE	BLACK		HISPANIC		ASIAN		AM INDIAN		TOTAL MIN		NON-MIN		TOTAL UNKNOWN		CIV-TGT-DIS	
WG-01											1 100.0		1			
WG-02	7 53.8								7 53.8		6 46.2		13		2 15.4	
WG-03	29 41.4		2 2.9		1 1.4				32 45.7		38 54.3		70		3 4.3	
WG-04	26 22.2		28 17.1		18 15.4				64 54.7		53 45.3		117		6 5.1	
WG-05	603 26.9		216 9.6		148 6.2	37 1.6			996 44.4		1248 55.6		2244		85 3.8	
WG-06	304 22.8		139 18.1		66 4.8	25 1.8			534 38.6		849 61.4		1383		31 2.2	
WG-07	103 19.3		43 8.1		23 4.3	10 1.9			179 33.5		355 66.5		534		13 2.4	
WG-08	60 18.7		20 6.2		12 3.7	7 2.2			99 30.9		221 69.1		320		8 2.5	
WG-09	22 16.8		8 6.1		4 3.1	5 3.8			39 29.8		92 70.2		131		1 .8	
WG-10	45 16.2		16 5.8		13 4.7	1 .4			75 27.1		202 72.9		277		2 .7	
WG-11	11 8.0		3 2.2		1 .7	2 1.4			17 12.3		121 87.7		138		1 .7	
WG-12					1 5.0				1 5.0		19 95.0		20			
WG-13											7 100.0		7			
WG-14																
WG-15																
WG TOTAL	1210 23.0		467 8.9		279 5.3	87 1.7			2043 38.9		3212 61.1		5255		152 2.9	
WL-01																
WL-02																
WL-03																
WL-04																
WL-05	38 33.3		14 12.3		8 7.0	1 .9			61 53.5		53 46.5		114			
WL-06	30 28.3		9 8.5		5 4.7	3 2.8			47 44.3		59 55.7		106			
WL-07	6 16.2		1 2.7		1 2.7	1 2.7			9 24.3		28 75.7		37			
WL-08	5 21.7		2 8.7		3 13.0				10 43.5		13 56.5		23		1 4.3	
WL-09	3 25.0		1 8.3						4 33.3		8 66.7		12		1 8.3	
WL-10	4 14.8		1 3.7			2 7.4			7 25.9		20 74.1		27			
WL-11			1 5.9		2 11.8	1 5.9			4 23.5		13 76.5		17		1 5.9	
WL-12																
WL-13																
WL-14																
WL-15																
WL TOTAL	86 25.6		29 8.6		19 5.7	8 2.4			142 42.3		194 57.7		336		3 .9	
WS-01																
WS-02																
WS-03																
WS-04																
WS-05	18 31.0		7 12.1		6 10.3				31 53.4		27 46.6		58		1 1.7	
WS-06	26 24.5		14 13.2		7 6.6	2 1.9			49 46.2		57 53.8		106		1 .9	
WS-07	8 21.6		2 5.4		1 2.7				11 29.7		26 70.3		37			
WS-08	4 21.1		3 15.8		2 10.5				9 47.4		10 52.6		19			
WS-09	3 18.7				3 18.7				6 37.5		10 62.5		16			
WS-10	1 3.6		1 3.6						2 7.1		26 92.9		28			
WS-11			2 13.3			1 6.7			3 20.0		12 80.0		15			
WS-12	1 14.3								1 14.3		6 85.7		7			
WS-13	1 33.3		1 33.3		1 33.3				3 100.0				3			
WS-14																
WS-15											2 100.0		2			
WS-16											2 100.0		2			
WS-17																
WS-18																
WS-19																
WS TOTAL	62 21.2		30 10.2		20 6.8	3 1.0			115 39.2		178 60.8		293		2 .7	
WB																
FWS TOTAL	1358 23.1		526 8.9		318 5.4	98 1.7			2300 39.1		3584 60.9		5884		157 2.7	

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2002

PLAN UPDATE FOR FISCAL YEAR 2003

PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES

The Defense Logistics Agency's (DLA) Equal Employment Opportunity (EEO) Program is an essential element of readiness and is vital to the accomplishment of DLA's mission. Therefore, it is critical that adequate structures and resources are obligated for successful implementation of the Program.

Each DLA Major Operating Command (MOC) is expected to carry out a positive and aggressive EEO Program. Leadership of the MOCs must allocate the necessary resources to ensure that EEO responsibilities are accomplished in an acceptable manner to include the appointment of Special Emphasis Program Managers (SEPM) and other supporting personnel and/or groups.

As of September 30, 2002, there were six Equal Employment Managers (EEM) servicing each of the DLA MOCs throughout the United States. The DLA workforce consisted of approximately 22,822 full and part-time permanent employees. EEMs servicing each MOC maintain control of their own budgets. The EEM, through delegation, is responsible for execution of the affirmative employment and complaints processing functions and has direct access to the local Commander/Director on all matters involving the administration of these functions.

In some cases, the EEM has an assistant/coordinator appointed at major subordinate organizational levels to support and coordinate the actions of the EEM, especially when geographically apart from the MOC Headquarters.

EEO Counselors are appointed in all geographically separated segments of a DLA component with 50 or more employees and, otherwise, on a ratio of no less than one counselor for each 500 employees. Some of the counselors are independent contractors trained by DLA.

EEO Committees have been established, where needed, at MOCs to assist in planning and evaluating the EEO Program. Subcommittees are established for women, Hispanics, and other groups as necessary to address their employment interests and concerns.

Administrative support has also been provided at most locations, including office facilities for EEMs and EEO Counselors, to ensure privacy when it is required.

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PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES - 2

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EEO staff and committee members work with the EEM who has direct access to and, in most instances, serves on the staff of the Director/Commander of the MOC.

EEMs, their assistants, staff specialists, and EEO Counselors continue to receive necessary training when needed in personnel administration. This training, while not intended to result in full technical competency in all personnel fields, covers pertinent personnel functions crucial to the administration of effective EEO Programs.

DLA Handbook (DLAH) 1434.2, Model Standards of Performance, outlines specific guidance on responsibilities for EEO performance evaluation of supervisors/managers.

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Analysis. There is a lack of continual effective training for EEO Counselors, EEO Program Officials, SEPMs/Coordinators, and Equal Employment Specialists, which affects the desired quality of service delivered to customers/employees. This problem was identified based on feedback from SEPMs/Coordinators and Equal Employment Managers.

There is also a need to provide training in personnel management to assist managers in understanding their roles in accomplishing the goals of the Agency's Affirmative Employment Plan as well as evaluating whether or not there are systemic barriers to affirmative employment. The Agency also needs to develop constructive refresher training regarding the Agency's Alternative Dispute Resolution (ADR) Program.

PROBLEM/BARRIER STATEMENT:

There is an ongoing need for specialized training and guidance to SEPMs/Coordinators, Equal Employment Specialists, and senior managers.

OBJECTIVE: Continually update, maintain, and utilize the DLA EEO Office Website (DONet) to disseminate information to SEPMs/Coordinators and Equal Employment Specialists. Provide/conduct training modules for SEPMs/Coordinators, Equal Employment Specialists, and senior managers.

RESPONSIBLE OFFICIAL: Director of Equal Employment Opportunity (DEEO).

Target Date: Ongoing.

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PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES - 3

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Maintain the EEO website to facilitate the use of the Internet for communication with SEPMS/Coordinators.	DEEO	Ongoing
2. Conduct quarterly meetings with EEMs, EESs, and SEPMS/Coordinators via Video Teleconferencing (VTC) or onsite.	DEEO	Ongoing
3. Conduct or contract Affirmative Employment Plan (AEP) training for EEO Specialists.	DEEO	Completed
4. Develop online EEO training for managers/supervisors and employees.	DEEO	Ongoing
5. Implement automated analytical tools to analyze and track workforce profiles, trends, personnel actions, and complaint processing.	DEEO	Ongoing

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1. This item was successfully developed and has ongoing updating and maintenance.

ACTION ITEM 2. This item was successfully developed. The DLA Corporate EEO Office schedules monthly VTC meetings with MOC EEO Managers and their respective staffs to share information.

ACTION ITEM 3. This item was successfully completed. The desire for formal AEP training for Agency EEO Specialists was voiced by EEMs in FY 01.

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PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES - 4

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On July 23-24, 2002, two representatives from the Equal Employment Opportunity Commission (EEOC) provided both Persons with Disabilities and Women and Minorities AEP training to 21 employees. This training opportunity was provided at the Andrew T. McNamara Building located at Fort Belvoir.

ACTION ITEM 4. This item was successfully developed and additional training modules are planned for the future. On October 4, 2002, the DLA Corporate EEO Office developed its first online EEO training module entitled, "Online EEO Training: Module 1." The goal is to utilize our website as a training tool for managers/supervisors and employees allowing us to track each person's EEO training and certify their completion of it. To date, approximately 20 people have successfully completed the training.

ACTION ITEM 5. The DLA Corporate EEO Office is working with the DLA Human Resources Office to identify the types of reports it needs to accomplish its mission. The DLA Corporate EEO Office and DLA Human Resources Office are negotiating the data elements that will be downloaded to the DLA Corporate EEO Office from the Modern Defense Civilian Personnel Data System in FY 03 and 04.

Target Date: January 01, 2004.

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2002

PLAN UPDATE FOR FISCAL YEAR 2003

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PROGRAM ELEMENT II: WORKFORCE

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PROBLEM/BARRIER STATEMENT: A severe imbalance exists for Hispanic males in most PATCOB categories. Women and minorities overall are underrepresented in high grades (GS/GM-13 and above) across the board.

OBJECTIVE: To reduce the underrepresentation that exists within certain EEO groups.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Human Resources; and MOC Commanders

TARGET DATE: Ongoing.

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Conduct analysis and identify areas of underrepresentation by EEO groups.	DEEO	Quarterly
2. Assist MOCs in developing mechanism to support the Human Resources and EEO effort in recruitment, training, and development of under-represented EEO groups in PATCOB categories.	DEEO; Human Resources; MOC Commanders	Ongoing
3. Conduct program evaluation and technical assistance visits and provide statistical and other feedback to MOC Commanders.	DEEO	Ongoing
4. Monitor the progress of each MOC toward reducing under-representation as identified.	DEEO; MOC Commanders	Ongoing

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PROGRAM ELEMENT II: WORKFORCE - 2

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
5. Conduct analyses and propose strategies to address identified disparities, especially minority males in disciplinary actions, accessions/losses, terminations, and selections of middle and high-grade positions.	DEEO; MOC Commanders	FY 03
6. Conduct an Assessment Survey for women and minorities, Agency-wide.	DEEO; MOC Commanders	CANCELLED

REPORT ON ACCOMPLISHMENT OF OBJECTIVE: Hispanic males remain underrepresented in PATCOB categories across the board. Other efforts reflective of our accomplishments are noted in the Noteworthy Activities and Initiatives.

ACTION ITEM 1. Status: This is an ongoing effort. MOCs are required to conduct annual analyses to identify areas of underrepresentation for all EEO groups. Results are reported in MOC AEP Plans. **Target Date: QUARTERLY.**

ACTION ITEM 2. Status: This is an ongoing effort. Feedback from MOCs on attempts to develop support groups and strategies/initiatives in support of such issues are reported in MOC AEP Plans as required. MOC representatives have been involved in developing three initiatives intended to achieve an inclusive workforce. REAL, LEAP, and FORWARD working groups were established in FY 02 (REAL) and FY 03 (LEAP and FORWARD). REAL was rolled out in FY 02. LEAP and FORWARD are scheduled for rollout in FY 03. **Target Date: September 30, 2003.**

ACTION ITEM 3. Status: Although no structured onsite program evaluation/technical assistance visits were conducted in FY 02, as previously planned, continued monitoring by the Corporate EEO Office was performed for the MOCs through evaluation of required reports such as local AEP Plans and the Annual Statistical Report of Discrimination Complaints, as well as frequent monitoring of the progress MOCs have made toward achieving DLA Parity Index goals. This monitoring by the Corporate EEO Office will continue throughout the fiscal year. Additionally, the DLA Corporate EEO Office is developing an updated EEO Scorecard to evaluate EEO programs at the DLA MOCs to be used when onsite program evaluations resume.
Target Date: September 30, 2003.

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PROGRAM ELEMENT II: WORKFORCE - 3

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ACTION ITEM 4. Status: This is an ongoing effort. MOCs progress is tracked at the end of each fiscal year by reviewing MOC AEP Plans and analyzing EEO workforce profile reports by PATCOB and grade level. **Target Date: September 30, 2003.**

ACTION ITEM 5. Status: This is an ongoing effort. MOC activity in this area will be assessed regularly. **Target Date: FY 03.**

ACTION ITEM 6. Status: This action item has been overcome by events and is cancelled. An analysis of the status of minorities and women led to the development of the **Recruitment, Employment and Advancement for Latinos (REAL)** initiative. The **REAL** program is the first of multiple initiatives intended to achieve an inclusive workforce. Other phases of the initiative, **LEAP and FOWARD**, will focus on the underrepresentation of African-Americans and women, respectively.

PROBLEM/BARRIER STATEMENTS:

1. **Grades:** There is underrepresentation of Hispanics in both middle grade (GS-9-12 and wage grade equivalents) and high-grade (GS-13 -15 and wage grade equivalents) positions, Agency-wide.
 2. **Series:** There is underrepresentation of Hispanics and Asians in major occupational series, Agency-wide.
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OBJECTIVE: To reduce the underrepresentation of affected EEO groups.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Human Resources; and MOC Commanders

TARGET DATE: Fiscal Year 2004.

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PROGRAM ELEMENT II: WORKFORCE - 4

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Monitor status of Agency-wide goals established in occupational categories, grade levels, and major occupational series and report accomplishment in DLA AEP updates.	DEEO; MOC Commanders; Equal Employment Managers	Ongoing
2. Provide statistical feedback to MOCs on a semiannual basis so that they are aware of the status of their progress toward achievement of Agency-wide PI goals.	DEEO	CANCELLED
3. Conduct program evaluation and technical assistance visits and provide statistical and other feedback to MOC Commanders.	DEEO; Human Resources	FY 03

REPORT ON ACCOMPLISHMENT OF OBJECTIVE: The stated problem still exists Agency-wide.

The PI for Hispanics increased by 5 overall to 60 in FY 02. In the middle grades, a PI of 32 in FY 01 increased in FY 02 to a PI of 36. In the high grades, a PI of 27 for Hispanics decreased by 3 in FY 02 to a PI of 24. The PI for women increased by 2 overall to 94 in FY 02. In the middle grades, a PI for women remained at (100+). In the high grades, the PI for women increased by 13 to 88 in FY 02. Overall and in the middle grades, the PI for all minorities remained at or above parity in FY 02. In the high grades, the PI for all minorities increased by 13 in FY 02 to a PI of 88.

ACTION ITEM 2. Status: Cancelled. The DLA Corporate EEO Office no longer provides this service to DLA MOCs because each of the MOCs reviews their progress through their Balanced Scorecard quarterly Review and Analysis. The DLA Corporate EEO Office also provides an overview of the Agency's progress through quarterly Internal Support Review briefings to the DLA Director and his staff.

Action Items 1 and 3 will continue to be in effect throughout FY 03. Other efforts reflective of our accomplishments are noted in the Noteworthy Activities and Initiatives.

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PROGRAM ELEMENT II: WORKFORCE - 5

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Analysis. Our program analysis revealed a lack of sufficient training for supervisors and managers regarding appropriate strategies for improving the representation of minorities and women in organizations where underrepresentation has been identified. This problem was identified based on underrepresentation of all EEO groups as reported in MOC AEP Programs, organization and statistical analysis, and direct communication with managers and supervisors on various issues involving EEO Programs.

OBJECTIVE: To reduce the underrepresentation of EEO groups in PATCOB categories, Agency-wide, through improved communication and supervisor/manager training regarding their role in reducing underrepresentation during the recruitment/promotion process.

RESPONSIBLE OFFICIAL: Director of Equal Employment Opportunity (DEEO); Human Resources; and MOC Commanders

TARGET DATE: Fiscal Year 2002.

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Provide supervisory and manager training on EEO programs to include recruitment, promotion, communication, and advancement.	DEEO; MOC Commanders	Ongoing
2. Assist MOCs in identifying recruitment sources.	DEEO; MOC Commanders; Human Resources	Ongoing

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1. Status: This continues to be an ongoing effort. Supervisory and manager training on EEO programs to include recruitment, promotion, communication, and advancement is incorporated into the DLA Human Resources Management for Supervisors course. This 1-week course was presented 7 times in FY 02 to over 150 supervisors at various DLA CONUS and OCONUS locations. During the first quarter of the 2002, the first group of 15 supervisors and Human Resources personnel attended the Recruitment and Structured Interviewing training at DLA HQ. The course is scheduled to be delivered at various field sites during the rest of the FY 03 and into FY 04. Additionally, several positive recruiting articles were published in DLA Today and Tomorrow, as well as in the Dimensions magazine. **Target Date: Ongoing.**

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PROGRAM ELEMENT II: WORKFORCE - 6

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ACTION ITEM 2. Status: This is an ongoing effort. DLA implemented a corporate recruitment approach that utilizes extensive training and a corporate image/brand to attract and recruit from all under represented populations. For example, using the Recruitment, Employment, and Advancement of Latinos (REAL) program, DLA targeted and partnered with over 14 Hispanic serving universities and recruited extensively at each location. DLA also targeted higher grades by recruiting for the first time at the Society of Hispanic Professional Engineers.

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PROGRAM ELEMENT III: DISCRIMINATION COMPLAINTS

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1. PROBLEM/BARRIER STATEMENT: Delays in various stages of the process continue to result in increased number of days to process EEO complaints.

OBJECTIVE: Improve the system for processing EEO complaints and significantly reduce the number of complaints and/or complaint processing time internally, Agency-wide.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); and MOC Commanders

TARGET DATE: Ongoing.

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Improve methodology to monitor status and track effectiveness in reducing internal complaints processing time.	DEEO; MOC Commanders	Ongoing
2. Market ADR process, Agency-wide.	DEEO	COMPLETED
3. Online EEO training for senior managers.	DEEO; MOC Commanders; Human Resources	Sep 30, 2003

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1. Status: Ongoing. The timeliness of complaint processing has improved. With the use of information technology solutions, forms and form letters are automated to speed the process to comply with EEOC requirements. A comparison of the DLA 462 reports for FY 01 and FY 02 shows that DLA's processing time has changed little – written acknowledgement of formal complaints filed has increased from 72.76 to 74.76 days, and investigations have remained the same at 208 days. DLA has initiated some procedures to decrease the number of days it takes to prepare final Agency decisions. They include templates for definition of prima facie requirements, appeal rights, and changing the coordination process.

ACTION ITEM 2. Status: **COMPLETED.** The RESOLVE (Reach Equitable Solutions Voluntarily and Easily) brochure is now available on the DLA EEO Website. Marketing of ADR will continue with revised information provided in a different format highlighted

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PROGRAM ELEMENT III: DISCRIMINATION COMPLAINTS - 2

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on the EEO Office's website. We have provided a RESOLVE narrative to our website and included definitions of commonly resolution terms. We will continue with ongoing efforts to identify opportunities to market RESOLVE as the ADR method of choice at DLA.

ACTION ITEM 3. This item is being reevaluated in light of Agency-wide human capital initiatives targeted at the supervisory workforce. As a result of findings from the last DLA Climate Survey, senior DLA leaders commissioned an initiative in FY 02 to improve the "quality of supervision" throughout DLA. Representatives from DLA Headquarters and numerous DLA Field Activities participated in two working group sessions to benchmark and brainstorm creative options for use in DLA. Many ideas such as supervisory certification and an aspiring supervisor development program, to name a few, were discussed. When fully developed, EEO training should be an integral part of this program. Additionally, the DLA Corporate EEO Office is working to establish links to other websites that offer outside training resources to DLA supervisors and managers. **Target Date: September 30, 2003.**

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2. PROBLEM/BARRIER STATEMENT: Lack of sufficient tracking to identify organizations with discriminatory issues and concerns, which may have a far-reaching impact on the Agency.

OBJECTIVE: Develop a system to assist in identifying affected organizations.
Communicate/advise local management of the findings.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO)

TARGET DATE: September 2003.

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Predecisional meeting for review of final Agency decisions.	DEEO; Human Resources; General Counsel	Ongoing
2. Finalize development of tracking system.	DEEO	Sep 2003
3. Execute/implement the system.	DEEO	Sep 2003

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PROGRAM ELEMENT III: DISCRIMINATION COMPLAINTS - 2

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REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1. Status: The Predecisional meetings and coordination of final Agency decisions on discrimination complaints between the DLA EEO Office, Human Resources Office, and General Counsel representatives provides an opportunity to discuss discriminatory issues, concerns, and possible trends that could impact DLA.

Target Date: Ongoing.

ACTION ITEMS 2 and 3. Status: This action is held in abeyance pending deployment of Modern Defense Civilian Personnel Data System (MDCPDS) EEO module.

Target Date: FY 03.

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PROGRAM ELEMENT IV: RECRUITMENT AND HIRING

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Analysis. There is a need for EEO and human resource officials to partner in specific recruitment efforts to ensure that the need for minority and female applicants is considered during the recruitment process.

PROBLEM/BARRIER STATEMENT: Downsizing, hiring, and budgetary constraints within the Agency continues to hamper our efforts towards improvement and/or implementation of traditional recruitment initiatives.

OBJECTIVE: To eliminate underrepresentation that exists within certain grade groupings.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Director of Human Resources; and MOC Commanders.

TARGET DATE: Fiscal Year 2002.

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Maintain a network of minority and women's organizations to use as a resource for qualified applicants.	DEEO; MOC Commanders; Human Resources	Ongoing
2. Establish a process to review referral certificates for all positions in which underrepresentation exists.	DEEO; MOC Commanders; Human Resources	Apr 30, 2003
3. Establish an HR/EEO team to develop ideas on restructuring positions to reach underrepresented groups.	DEEO; Human Resources	CANCELLED
4. Recruitment.		
a. Develop recruitment initiatives for grade groupings in which underrepresentation exists.	DEEO; Director, Human Resources	FY 03
b. Promote use of developmental and bridge positions.	DEEO; MOC Commanders	FY 03

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PROGRAM ELEMENT IV: RECRUITMENT AND HIRING - 2

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
c. Utilize DLA Career Intern Program as outlined in the Agency FEORP Plan.	DEEO; MOC Commanders; Human Resources	FY 03
d. Improve outreach efforts to minority groups.	DEEO; MOC Commanders; Human Resources	FY 03
e. Emphasize use of the formal Upward Mobility Program.	DEEO; MOC Commanders; Human Resources	FY 03/04
5. Internal and external selections.	MOC Commanders;	CANCELLED
a. EEO Office review of all selections prior to approval for EEO implications.	Human Resources; Equal Employment Managers	

REPORT OF ACCOMPLISHMENT OF OBJECTIVE: Action items and responsible officials will be re-evaluated in light of the Agency's implementation of the "Balanced Scorecard" and the DLA Human Resources consolidation effort.

Target Date: September 30, 2003.

ACTION ITEM 1. Status: This is an on-going effort. As the result of findings from the last DLA Climate Survey, senior DLA leaders commissioned an initiative in FY 02 to improve the "Quality of Supervision" throughout DLA. In FY 02, representatives from Headquarters and numerous field activities participated in two working group sessions to benchmark and brainstorm creative options for use in DLA. Many ideas such as supervisory certification, Leadership Advocate/Counsel, aspiring supervisor development program, one-on-one coaching, mentoring programs, and the design and delivery of various sequential and progressive leadership training courses were researched and discussed. During the first quarter of 2002, DLA signed three partnership agreements with Hispanic serving Universities and attended several minority professional meetings. These partnerships have produced no less than 15 new hires into DLA's Intern program in the target grade of GS-11. DLA will also be present at several large minority professional meetings, i.e., National Association of Black Accountants, National Society of Hispanic MBAs, National Society of Black MBAs, Society of Hispanic professional Engineers, and National Image, Inc. to name a few.

ACTION ITEM 2: DLA Corporate EEO Office and Human Resources chartered a working group to develop a uniform process to address underrepresentation on referral certificates for use enterprise wide. Finalization to take place in FY 03.

Target Date: FY 03.

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PROGRAM ELEMENT IV: RECRUITMENT AND HIRING - 3

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ACTION ITEM 3. Status: The action to address the restructuring of positions is not assigned nor will it be addressed as part of the representation initiative.

ACTION ITEM 4a. Status: This is an on-going effort that utilizes LEAP and REAL initiatives and the collective ideas of the group members. These efforts have laid the foundation for proactive recruiting from military organizations, Historically Black Colleges and Universities, and Hispanic Serving institutions. Strategic targets have been set in the GS-7 through GS-11 grades and GS-13 through SES positions. The plan includes on-going interviewing training and recruiting training.

ACTION ITEM 4b. This action item has not been fully developed to date.

ACTION ITEM 4c. and 4d. Status: By using the DLA intern program and Federal career hiring program authority DLA was able to hire over 20 Hispanic interns during the first cycle that culminated in January 2003. DLA plans to hire over 20 Hispanic interns for the second cycle, which starts in July of 2003. Although African-Americans are not as underrepresented as Hispanics at DLA, DLA is also targeting several Historically Black Universities and intends on making large strides to insure that there is a constant pipeline of African-American candidates.

ACTION ITEM 4e. Status: This item was not adequately addressed in FY 02. The item will remain as an action item for FY 03/04. The HR Account Managers and /or Specialist will be responsible for advising, discussing, and implementing these programs at their customer sites. The task of determining sources to fill jobs will remain with the selecting officials.

ACTION ITEM 5. Status: This action item is cancelled. Action Item 2 replaces it.

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PROGRAM ELEMENT V: EMPLOYEE DEVELOPMENT

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Analysis. Statistical analysis revealed an underrepresentation of minorities and women in high-graded positions, which leads to the assumption that there is also an imbalance of minorities and women involved in Career Development Programs, Agency-wide.

PROBLEM/BARRIER STATEMENT: Career development programs are not being utilized as a means of correcting underrepresentation.

OBJECTIVE: To increase participation of the underrepresented EEO groups in Career Development Programs.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity DEEO); Director of Human Resources; MOC Commanders

TARGET DATE: Fiscal Year 2003.

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Include information on Career Development Programs in all EEO and supervisory training workshops.	DEEO; Human Resources	Sep 30, 2003
2. Development.		
a. Analyze candidate pools. (1) Develop a tracking mechanism.	DEEO; Human Resources	FY 03
b. Determine status and monitor representation of minorities in Career and Executive Development Programs.	DEEO; Human Resources	Ongoing
c. Expand Leadership Development Programs.	DEEO; Director, Human Resources	Ongoing
d. Review career management board charters.	DEEO; Human Resources	FY 03
3. Mentoring Programs.	Director, Human Resources	FY 03
a. Establish Mentoring Programs.		

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PROGRAM ELEMENT V: EMPLOYEE DEVELOPMENT - 2

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REPORT OF ACCOMPLISHMENT OF OBJECTIVE: Guidance has been provided to all DLA MOCs for implementation at the local level.

ACTION ITEM 1. Status: No action has taken place during this reporting period. An initiative regarding Career Program Management is being developed and will be reviewed more fully in FY 03.

ACTION ITEM 2a. Status: No action has taken place during this reporting period.

ACTION ITEM 2b. Status: This is an ongoing effort. The Executive Development Program is intended to identify DLA's current and future leaders and prepare them for positions of greater responsibility so the Agency can continue to effectively carry out its mission and goals. Nominations for executive development opportunities are solicited annually in July; opportunities are posted online in the DLA Executive Development Catalog. To determine and monitor the status of representation in the DLA Corporate Intern Entry Level Development Program, the DLA Training Center partnered with the Customer Support Office-Columbus to obtain Race and National Origin data. Assistance from the DLA Corporate Recruiter was enlisted to target recruiting trips and career fairs in an effort to increase representation for women and minorities in the career intern program. FY 02 data indicated that representation increased for minorities and women.

ACTION ITEM 2c. Status: This is an ongoing effort. As the result of findings from the last DLA Climate Survey, senior DLA leaders commissioned an initiative in FY 02 to improve the "Quality of Supervision" throughout DLA. In FY 02, representatives from Headquarters and numerous field activities participated in two working group sessions to benchmark and brainstorm creative options for use in DLA. Many ideas such as supervisory certification, Leadership Advocate/Counsel, aspiring supervisor development program, one-on-one coaching, mentoring programs, and the design and delivery of various sequential and progressive leadership training courses were researched and discussed.

ACTION ITEM 2d. Status: No action has taken place during this reporting period.

ACTION ITEM 3a. Status: One of the developmental/learning strategies being explored through the Quality of Supervision initiative is mentoring. A number of different mentoring approaches and programs were established and functioning in FY 02 at various DLA Field Activities. The Quality of Supervision working group examined these currently existing agency mentoring programs for application and possible expansion throughout DLA.

Some of the action items listed above are repeated in Program Element IX: Action Agenda for Civilian EEO Progress for management and SES development.

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PROGRAM ELEMENT VI: PROMOTIONS

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Analysis. There is a need for EEO professionals to provide EEO statistics to managers and supervisors on a regular basis. This will enable selecting officials to recruit and/or promote in a manner to ensure that minorities and women are fully represented at all grade levels within their respective organization.

PROBLEM/BARRIER STATEMENT: Selecting officials do not seem to be taking into consideration the makeup of their organization during the recruitment and/or promotion process.

OBJECTIVE: Improve the promotion rate of minorities and women.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Director of Human Resources, and MOC Commanders

TARGET DATE: Fiscal Year 2003.

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. EEO Offices to provide workforce statistics to all directorates on a regular basis for consideration during the recruitment process.	DEEO; MOC Commanders; MOC EEMs; Human Resources	Ongoing
2. EEO Offices, in concert with an HR representative and selecting official, will work to restructure selected positions to reach underrepresented groups.	DEEO; MOC Commanders; MOC EEMs; Human Resources	Sep 30, 2003
3. Develop an automated tracking system for rates of promotion for minorities and women.	DEEO; Director, Human Resources	Sep 30, 2003
4. Review data integrity contained in DCPDS regarding EEO data, i.e., Race/National Origin, age, sex, etc.	DEEO; Director, Human Resources	Sep 30, 2003

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PROGRAM ELEMENT VI: PROMOTIONS - 2

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REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1: Status: This action item is ongoing for most MOC EEO Offices. They provide EEO statistics to their management on a quarterly basis. This action will begin on June 1, 2003, for those not already providing this service to their managers.

ACTION ITEM 2: Status: This is a new action item. We will meet with MOC EEMs and DLA Human Resource professionals to develop a strategy that can be implemented, Agency wide. **Target date: September 30, 2002.**

ACTION ITEM 3: Status: Modern DCPDS does not contain the functionality needed to obtain the information stated above. A new report will need to be developed into Business Objects format. In the interim, a report can be developed out the Automated Civilian Personnel Databank (ACPDB) that will capture percentages of promotions issued to minorities and women on a monthly and/or quarterly basis.

Target Date: FY 03.

ACTION ITEM 4: Status: An employee brief that can be mailed to each employee allowing him or her a chance to correct any erroneous information was developed. Due to changes in the Statistical Policy Directive No. 15, Race and Ethnic Standards for Federal Statistics and Administrative Reporting, that will add additional race and national origin codes, it was decided that this effort should be held until MDCPDS is programmed with the new Race and National Origin codes. The Office of Personnel Management is currently reviewing the changes that will occur under Directive No. 15 and is expected to issue new guidance for recording and reporting Race and National Origin data within FY 03. **Target Date: FY 03.**

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PROGRAM ELEMENT VII: SEPARATIONS

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Analysis. There is a need to establish a reporting mechanism to assess the impact of downsizing on minorities and women vs. other groups.

PROBLEM//BARRIER STATEMENT: There is no Agency-wide reporting mechanism in place to determine the impact of downsizing on minorities and women.

OBJECTIVE: To enable DLA to develop internal plans/programs that will address the impact downsizing has on minorities and women vs. other groups and then use these plans/programs to ensure the continued progression of minorities and women within the organization in spite of DoD/DLA downsizing requirements.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Director of Human Resources, and MOC Commanders

TARGET DATE: Fiscal Year 2003.

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Establish/develop a regular Agency-wide report on separations.	DEEO; Director, Human Resources	Sep 30, 2003
2. Establish/develop an Agency-wide report identifying those employees affected by downsizing activities.	DEEO; Director, Human Resources	FY 03
3. Analyze "Exit Surveys" to determine reasons employees leave voluntarily.	DEEO; Director, Human Resources	Sep 30, 2003
4. Climate/Culture Survey	DEEO; Human Resources	Dec 30, 2003

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1: Status: DLA's automated reporting system - **Corporate WoRkforce and Management Report (CRMR)** currently contains three reports regarding separations, one for women, one for minorities, and one for Hispanics; however, CRMR is now considered a legacy system and is scheduled to end as of September 30, 2003. In addition to the report stated above, all current CRMR reports will be converted to a Business Objects format. In the interim, an Agency-wide separation report can be

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PROGRAM ELEMENT VII: SEPARATIONS - 2

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programmed into the Automated Civilian Personnel Databank (ACPDB) and run as needed. ACPDB is also a legacy system and is also scheduled to end by September 30, 2003. However, an effort is underway to convert all existing data and reports into a Business Objects format. **Target Date: FY 03.**

ACTION ITEM 2: Status: In the past, Human Resources provided statistical data on race and gender of employees who have been subject to Reduction in Force (RIF) actions upon request. However, now a report can be programmed out of the Automated Civilian Personnel Databank that can capture all separation actions associated with downsizing, such as Separation-RIF, that can be run monthly and/or quarterly. The separation data that is maintained in DLA's current system, CRMR, is rolled up into one separation category and does not break the data out by individual separation categories, as does the Automated Civilian Personnel Databank.

Target Date: FY 03.

ACTION ITEM 3: During FY 03, the Director of EEO and Human Resources Strategy (J-12) will team to define the specific reporting requirements for a new semi-annual report that identifies reasons for leaving by RNO and gender with the first report to be completed by September 30, 2003.

ACTION ITEM 4: This is a new action item. The Director of EEO and Human Resources Strategy (J-12) will team to define specific reporting requirements for a climate/culture assessment report by RNO and gender with data collected from the upcoming climate/culture survey in May-June 2003 with the report to be completed by December 30, 2003.

NOTE #1: The Corporate Workforce and Management Report (CRMR) and the Automated Civilian Personnel Databank (ACPDB) are legacy systems and are scheduled to no longer be maintained as of September 30, 2003. All current CRMR and ACPDB reports in addition to the new ones that will be established in accordance to the above action items will be converted to a Business Objects format.

Target Date: FY 03.

NOTE #2: The DLA Human Resources reorganization and consolidation may have an impact on the Agency's ability to accomplish these goals within the established timeframes.

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PROGRAM ELEMENT VIII: ACTION AGENDA FOR CIVILIAN EEO PROGRESS

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Analysis. On March 3, 1994, the former Secretary of Defense called for a vigorous, sustained effort to improve the representation of minorities, women, and people with disabilities among DoD's civilian managers (targeting grades GS-13 and above). Consequently, through recommendations and direction from the Defense Equal Opportunity Council and the Deputy Secretary of Defense, all Defense Agencies are required to implement "action agendas" to effect change in this area. This Program Element constitutes DLA's action agenda.

Probable Barriers. Lack of sufficient mechanism (e.g., accession planning, intensified recruiting strategies) to effect change in representation of affected EEO groups.

PROBLEM/BARRIER STATEMENT: Disproportionate representation of minorities and women in leadership positions at grades GS-13 and above.

OBJECTIVE: To improve the representation of minorities and women among DLA managers/supervisors.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Director, Human Resources; and MOC Commanders

TARGET DATE: September 30, 2003.

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PROGRAM ELEMENT VIII: ACTION AGENDA FOR CIVILIAN EEO PROGRESS - 2

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Accountability for EEO Implementation.	Director, DLA; DEEO; MOC Commanders	FY 03
a. Publish statement of commitment.		
2. Recruitment.		
a. Develop a recruitment strategy plan for minority SES candidates.	Executive Director, DLA; DEEO; Director, Human Resources	FY 03
b. Promote use of developmental and bridge positions.	DEEO; Human Resources; MOC Commanders	FY 03
c. Analyze educational status.	DEEO; Human Resources	FY 03
d. Improve outreach efforts to minorities.	DEEO; MOC Commanders; Human Resources	FY 03
e. Succession planning	DEEO; MOC Commanders; Human Resources	FY 03
3. Development.		
a. Analyze SES candidate pools. Identify and develop a tracking mechanism.	Executive Director, DLA; DEEO; Director, Human Resources	FY 03
b. Monitor representation of minorities in career and Executive Development Programs.	DEEO; Director, Human Resources	FY 03
c. Expand Leadership Development Programs.	Director, Human Resources	FY 03
d. Review career management board charters.	Director, Human Resources	FY 03

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PROGRAM ELEMENT VIII: ACTION AGENDA FOR CIVILIAN EEO PROGRESS – 3

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
4. Mentoring Programs. a. Develop mentoring programs.	Director, Human Resources; MOC Commanders	FY 03
5. Internal and External Selections. a. Review selections for EEO implications.	MOC Commanders; Equal Employment Managers	CANCELLED
6. Awards and Bonuses. a. Review criteria for awards and bonuses to ensure equitable distribution for minorities and women.	DEEO; MOC Commanders; Equal Employment Managers	Ongoing
b. Use EEO criteria in awards systems.	DEEO; MOC Commanders	FY 03

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 2a: Status: Currently, DLA will be targeting minorities within the military through minority organizations such as the Black Officers Association and Hispanic Officers Association. We are also studying the possibility of doing direct mail to separating military personnel by race, gender, and military specialty. DLA has also developed relationships with several minority professional organizations to include the Hispanic & Black MBAs.

ACTION ITEM 2b: Status: This item was not adequately addressed in FY 02. The item will remain as an action item for FY 03/04. The HR Account managers and/or specialists will be responsible for advising, discussing, and implementing these programs at their customer sites. The task of determining sources to fill jobs will remain with the selecting officials.

ACTION ITEM 2c: No action has taken place during this reporting period.

ACTION ITEM 2d: Status: DLA recruited and attended the following events that has led to 40 new hires from September 2002 – March 2003.

- Society of Hispanic Professional Engineers career fair and conference
- Hispanic Association of Colleges and Universities career fair and conference

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PROGRAM ELEMENT VIII: ACTION AGENDA FOR CIVILIAN EEO PROGRESS - 4

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- National Image, Inc. career fair and conference
- National Business & Disability Council Conference
 - North Carolina A & T University
 - University of Texas El Paso
 - Puerto Rico
 - University of Puerto Rico Career fair (5 campuses)
 - Inter-American University (2 Campuses)
 - Metropolitan University
 - Polytechnic University
 - Gallaudet University
 - Florida international University
 - University of New Mexico
 - San Diego State University
 - Howard University

ACTION ITEM 2e: Status: During FY 03/04, the Human Resources Strategy Team will define, research, and benchmark the need, approach, and process for succession planning in the DLA.

ACTION ITEM 3a: Status: The candidate pool for SES positions is very large. Typical SES recruitment initiatives solicit applicants from all segments of the population, with the only the restriction being that applicants be a U.S. citizen. Because the Defense Logistics Agency's total SES population is very small (less than 1 percent of the workforce), a formal tracking mechanism is not required. However, the candidate pool is evaluated each time an SES position is filled.

ACTION ITEM 3b: Status: In FY 03, options are being explored to determine how best to monitor and address the collection and reporting of Race and National Origin data for applicants of the Executive Development Program. Efforts to monitor and increase representation of minorities and women in the Corporate Intern Program will continue.

ACTION ITEM 3c: Status: In FY 03, the Quality of Supervision working group will design and develop an expanded Agency leadership development program for implementation in FY 04. This program will address developmental tools for aspiring supervisors, supervisor selection, supervisor certification, coaching, mentoring, and continuous leadership development.

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PROGRAM ELEMENT VIII: ACTION AGENDA FOR CIVILIAN EEO PROGRESS - 5

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ACTION ITEM 3d: Status: The DLA Career Management Review charters have not been reviewed this reporting period.

ACTION ITEM 4a: Status: In FY 03, the Quality of Supervision working group will research and benchmark model mentoring programs implemented throughout private industry and other governmental agencies. Agency guidelines, template programs, and implementation tools will be developed in FY 03 for expansion of mentoring programs throughout the Agency in FY 04.

ACTION ITEM 5a: This action item is cancelled. DLA Corporate EEO Office and Human Resources chartered a working group to develop a uniform process to address underrepresentation on referral certificates for use enterprise wide. Finalization to take place in FY 03. (See Program Element IV: Recruitment and Hiring, Action Item 2.)

Target Date: FY 03.

ACTION ITEMS 6a and 6b: These action items are in development.

Guidance has been provided to all DLA MOCs for implementation of the Action Agenda at the local level. Several MOCs have incorporated the Action Agenda into their overall affirmative employment planning efforts, as has been done at the Agency level. Monitoring of the status of each action item in the annual updates of the Affirmative Employment Plan continues. Agency-wide Plans of Actions for specific EEO groups have been developed which also link to accomplishment of objectives outlined in the Action Agenda. DLA Human Resources is actively involved in succession planning through the Corporate Intern Program as well as gap analysis and workforce reshaping.

Significant progress was made in FY 02 toward expansion of DLA Leadership Development Programs. The general framework developed in FY 02 will be further defined in FY 03, with implementation of various components to begin October 2003. The DLA Corporate Intern Program team, in coordination with the Customer Support Office-Columbus and the DLA Corporate Recruiter, developed a strategy to increase representation of minorities and women in the Program. This strategy included identifying and training a diverse pool of Corporate Recruiters and targeting colleges and events that focused on the targeted underrepresented population. The benefit of this approach is that the Agency has identified high potential candidates while expanding the diversity of the Corporate Intern Program.

The climate survey took place during the first and second quarters of FY 02 and was used as a measurement tool for assessing overall employee morale and job satisfaction. It was also used to support several metrics in the Balanced Scorecard. Data were compared to previous years to determine areas of strength and those areas in which DLA needed improvement and subsequent action plans were developed for new initiatives to improve DLA in those areas.

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PROGRAM ELEMENT VIII: ACTION AGENDA FOR CIVILIAN PROGRESS – 6

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Hispanic underrepresentation is a critical challenge facing DLA. To address the challenge, DLA has embarked on an aggressive plan that targets diverse candidates and simultaneously provides opportunities for development and advancement. The key component of this initiative, entitled **Recruitment, Employment, and Advancement for Latinos (REAL)** will be leadership commitment, proactive recruitment, and a supportive environment. The planned outcome is increased parity at all grade levels for Hispanics throughout DLA. This initiative falls under the “Learning and Growth” quadrant of DLA’s Balanced Scorecard.

Similar initiatives for minorities and women are in the early stages of development. **Leveraging Efforts for African-American Progression (LEAP)** will focus on increasing African-American representation in the GS 13-15 and SES pay levels throughout DLA. **FOR Women’s Advancement and Recognition at DLA (FORWARD)** will focus on assisting women at DLA achieve their full potential.

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2002

PLAN UPDATE FOR FISCAL YEAR 2003

NOTEWORTHY ACTIVITIES AND INITIATIVES

AGENCY LEVEL-

In a continuing Agency effort to address and deal with “glass ceiling” inhibitors to the progression of women and minorities into senior levels of management or positions of leadership within the DLA workforce, DLA sponsored and funded enrollment for 22 women to attend the Program for Developing Managers (PDM). The course was held from September 24 – October 19, 2001.

The PDM is an intensive 4-week program designed to prepare women for increased management responsibility, emphasizing strategic/critical thinking, team building, and quantitative skills. The program includes seminars on current issues of significance such as downsizing, cost management, diversity, ethics, and negotiation. The corporate structure and business operations of DLA have been incorporated into the PDM curriculum. The program is geared for women in grades GS-12 and higher.

The Balanced Scorecard is another strategic management tool that provides financial and operational measures tied directly to our mission, vision, and goals to give top managers a fast, comprehensive view of the business. The Learning and Growth component of the Balanced Scorecard determines how DLA can continue improving and the infrastructures needed to progress. The EEO Program plays a vital role in this portion of the Balanced Scorecard by partnering with Human Resources to create and manage the DLA corporate culture. The Agency EEO program is responsible for developing and implementing programs to achieve an inclusive workforce representative of all segments of society by actively and effectively monitoring representation initiatives and statistics. The **REAL** initiative is the first of multiple initiatives intended to achieve an inclusive workforce.

REAL is a program designed to focus on the DLA **R**ecruitment, **E**mployment, and **A**dvancement needs for **L**atinos in the 21st century. **REAL** focuses on three key strategies: 1) Leadership commitment at all organizational levels to monitor, advocate, and champion the program; 2) Proactive recruitment from a variety of sources to obtain quality candidates; and 3) A supportive environment to facilitate the retention of new employees. DLA is committed to an immediate and aggressive approach to target diverse Hispanic candidates and simultaneously provide opportunity for their

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NOTEWORTHY ACTIVITIES AND INITIATIVES - 2

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development. The second phase of the hiring initiatives is **Leveraging Efforts for African-American Progression (LEAP)**. This initiative is focused on increasing African-American male representation at the GS 13-15 and SES pay levels throughout DLA. The third phase of the initiatives will be **FOR Women's Advancement and Recognition at DLA (FORWARD)**. Phase two and phase three of the hiring initiatives are being researched and developed by a DLA working group made up of representatives from DLA Headquarters and DLA Field Activities.

MOC LEVEL -

DLA Headquarters and Serviced Activities

1. No recruitment efforts, which resulted in hiring, were reported.

Defense Distribution Center (DDC)

1. DLA Entry-Level Development (Intern) Program – prepares entry-level employees in various occupations for subsequent advancement to journey level positions in such fields as distribution operations, financial management, and information technology:
 - a. Seven interns were hired through the DLA Intern Program in FY 01.
 - 1 Black female
 - 4 Black males
 - 1 White female
 - 1 White male
 - b. One intern (Black male) was hired through the DLA Intern Program in FY 02.
2. Student Education Employment Program:
 - a. DDC participated by hiring 9 interns (8 females/1 male) for the summer (June through September 2002) at DDC Headquarters.
3. Business and Logistics Courses – in partnership with Penn State University, DDC has developed an 18-credit certificate program consisting of an in-depth series of business and logistics courses and is intended to not only increase individual employees' skills and knowledge in the field of business and logistics, but to further enhance the skills of the overall DDC organization to prepare for tomorrow's challenges. The fourth of six scheduled courses began in mid-2002 and has 45 students enrolled.

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NOTEWORTHY ACTIVITIES AND INITIATIVES - 3

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4. Supply Chain Management Training Courses – in partnership with the University of the Pacific's Westgate Management Development Center in Stockton, CA, the Defense Distribution Center, San Joaquin, CA, has developed a similar initiative to offer Supply Chain Management Training courses to employees at San Joaquin, CA.
5. The Defense Logistics Agency Program for Developing Managers.
 - a. Four employees (2 White females/2 Black females) from DDC Headquarters and Defense Distribution Depot Europe attended the DLA Program for Developing Managers (Glass Ceiling) in 2002.
6. Other Training Initiatives – numerous distribution centers have implemented programs designed to provide a more multi-skilled workforce thus offering opportunities for employees to become more competitive for the DDC positions of the future:
 - a. Executive Coaching Program – established by the DDC Deputy Commander for key DDC managers and high-performing potential managers is on going.
 - b. A group of 70 key DDC HQ managers/supervisors is currently enrolled in "The Ninth House Network" training. Fifty-one percent of this group are females and/or minorities.
 - c. Puget Sound (DDPW) – established a program to assure 95 percent of wage grade employees are certified in at least 4 functional areas. This program is on going. During FY 02, they added General Schedule (GS) employees to the cross training and certification program. DDPW also supported participation of 10 employees (2 White males/1 Black male; 4 White females/1 Asian female/1 Native American female/1 Black female) in the Tuition Assistance Program (13 percent of their employees)
 - d. Quarterly Mentoring Sessions – Anniston's Commander and Deputy Commander conduct these meetings for all supervisors.
 - e. Special Work Action Team (SWAT) - implemented by Corpus Christi, TX, the SWAT is a revolving team of eight people from every division. SWAT personnel are cross-trained in every department and deploy in two teams of four every day. Their focus is determined by daily surge requirements and if there is no surge requirement, they perform their regular pre-assigned functions. SWAT team members rotate members at least every 180 days.
 - f. Red River rotates volunteer workers to different work areas for 4 weeks at a time. During FY 02, they expanded this cross training program to all operational areas as well as an administrative portion.

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NOTEWORTHY ACTIVITIES AND INITIATIVES - 4

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Defense Logistics Information Service (DLIS)

1. Summer Student Program – The EEO Office provided employment for ten college and high school students of diverse representation under General Colin Powell's "America's Promise Program."

Defense Reutilization and Marketing Service (DRMS)

1. Summer Student Program – The EEO Office provided employment for ten college and high school students of diverse representation under General Colin Powell's "America's Promise Program."
2. Hispanic Association of College and Universities (HACU) – DRMS sponsored one HACU Intern for the fall 2001.

Defense Supply Center Columbus (DSCC)

No recruitment effort directly resulted in hiring reported.

Defense Supply Center Philadelphia (DSCP)

1. Two DSCP female employees attended the DLA Program for Developing Managers (PDM).
2. Recruitment – A few members of the DSCP Hispanic Employment Program (HEP) Committee participated in extensive ongoing recruitment efforts with the Office of Human Resources for the Outstanding Scholar Program to increase the Hispanic population at DSCP. As a result, 19 interns were hired.
3. Mentoring Program – The HEP Committee initiated a mentoring program for newly hired DSCP interns from Puerto Rico. Seventeen HEP Committee members are currently mentoring 22 interns.

Defense Supply Center Richmond (DSCR)

1. There were a total of 14 competitive promotions made during the reporting period at the high-grade level (GS/GM 13/15), as follows:

GS-13:	1 White female	GS-14:	2 White females
	2 Black females		1 Black male
	3 Black males		
	4 White males	GS-15:	1 White female

BACK COVER
